



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: July 13, 2007  
Re: Monthly Report – June 2007

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#### GENERAL ADMINISTRATION

During the month, the Town Manager focused on a number of matters including working with department heads, the Mayor and members of the Town Council on various issues as well as on a number of personnel matters. Other items of interest included:

- Meeting with representatives from Wheeler Clinic regarding the establishment of a group home on Edward Street
- Attending the June 7 meeting of the Development Commission to discuss their future role in economic development.
- Meeting with various staff members regarding the transition of Sanitation functions to the Highway Department.
- Attending the Mid-State Collaborative meetings at Rocky Hill.
- Participating in several grievance hearings.
- Attending the Fire Department's Anniversary Parade and festivities.
- Conducting interviews with finalists for the positions of Town Engineer and Director of Facilities Management.
- Attending the swearing in ceremony for Tim Rinaldo, a new Police Officer.
- Attending the ribbon cutting at Goodwill Industries on the Berlin Turnpike.
- With Wendy Rubin, Superintendent of Parks and Recreation, participated in a 360 degree Feedback evaluation offered by Decision Point LLC.
- The Town was the recipient of a Risk Control Achievement Award from CIRMA.

Paid overtime for the month of June 2007 was as follows:

<b>HIGHWAY DEPARTMENT</b>	<b>Overtime Hours</b>	<b>Cost</b>
Vehicles and Equipment	33.40	\$ 1,343.33
Weekend Stand-by and Call-in	20.00	725.48
Road Maintenance	72.20	3,084.37
Overlay/Road Reconstruction	27.50	991.68
Total	153.10	\$ 6,144.86

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<b>PARKS AND GROUNDS DIVISION</b>	<b>Overtime Hours</b>	<b>Cost</b>
Weekend Duty	31.00	\$ 1,096.47
Cemetery	10.00	353.70
Herbicide Application	86.00	3,041.82
Pool Preparation	75.50	2,715.74
Mowing Operations	139.50	4,934.12
Tennis Court Preparation	45.00	1,591.65
Total	387.00	\$ 13,733.50
<b>POLICE DEPARTMENT</b>	<b>2006-07 Budget Overtime Appr.*</b>	<b>Overtime Expended Fiscal Year to Date</b>
Patrol	\$ 772,778.00	\$ 738,405.66
Investigation	95,048.00	84,110.88
Communication	108,027.00	107,160.18
Education/Training	70,000.00	69,192.12
Support Services	27,871.00	27,394.48
School Resources Officer Grant	9,000.00	9,093.26
Animal Control	11,000.00	7,489.67
Total	\$1,093,724.00	\$1,042,846.25

\*Includes mid-year transfers

## **PERSONNEL**

- Master Police Officer Raymond Reynolds retired effective June 15, 2007 and Public Safety Dispatcher Roger Nelson submitted his resignation effective July 15, 2007. The recruitment process for Police Officer is ongoing, and the Dispatcher position was advertised with a closing date of July 16.
- Tim Rinaldo was hired as a Police Officer effective June 25.
- Oral interview panels were convened for the positions of Town Engineer and Director of Facilities Management. Finalists for each position were interviewed by appropriate staff and by the Town Manager.
- Five bids were received for the Equipment Mechanic Foreperson position; a written examination will be administered on July 9.
- Approximately 120 applications were received for the Administrative Aide II position in Parks and Recreation. Interviews of the top candidates will be held on July 10.
- Jaime Trevethan was named by the Mayor as Clerk of the Council.
- Town staff helped Nel DeCapua from the Assessor's Office celebrate her 49<sup>th</sup> year of service and a milestone birthday on June 28.

## **Professional Development**

- Assessor Steve Juda and Deputy Assessor Carol Aregood attended the annual Assessor's school held at the University of Connecticut to obtain continuing education credits toward the Certified Connecticut Municipal Assessor license.

## **RISK MANAGEMENT**

The eleventh month of the 2006-2007 Blue Cross/Blue Shield plan year produced a combined paid claim total that was higher than the estimates that were developed at renewal. The total claims were estimated at \$678,637 per month; the initial number for May 2007 came in at \$684,890.

**INFORMATION SYSTEMS AND TECHNOLOGY**

- Completed 85 help desk work orders.
- Blocked 87,737 SPAM/ unsolicited emails from reaching Town employees and blocked/ quarantined 14 viruses from entering the Town’s network.
- Assisted the Tax Office in implementing a secure web-based download of lockbox transaction information in place of using a traditional dial-up modem system.
- Completed sample standardized formats for board and commission meeting agendas and minutes.
- Revised Town Hall telephone greetings to reflect transfer of sanitation responsibilities to Highway Department.
- Exclusive of search engine robots, the Town’s web page had approximately 22,000 visits during June with both town-wide and departmental activity calendars receiving much of the traffic.
- Completed hardware and software selections for various projects scheduled for the Senior and Disabled Center, Lucy Robbins Welles Library, Peter J. Lavery Law Enforcement Center and Town Hall. Equipment delivery is scheduled for mid-July 2007.
- Scott Hoagland, Information Systems Specialist, worked with an outside vendor (Versatile) on enhancing network switching security.
- Paul G. Boutot, Director of Information Systems and Technology, attended several online (Internet based) conferences covering network security, wireless security and network virtualization.
- Mr. Boutot attended a Regional Service Sharing Steering Committee meeting sponsored by the Capitol Region Council of Governments (CRCOG) with discussions centering on evaluation criteria and potential IT/Software Sharing projects.

**FINANCE**

- The 2006-07 year end closeout began with a list of requests to be compiled for the Town auditors.
- General Fund expenditures were closely monitored in order to ensure that there were no over budget occurrences.
- The new medical allocation rates were inputted into the payroll system for July1 as well as the new contractual raises.
- The 2007-08 budget documents was finalized and printed.
- The first quarter pension results were prepared by UBS Fiduciary Trust and updated through May 31 in preparation for the quarterly Employee Insurance and Pension Benefits Committee (EIPBC) meeting. The plan, with assets of \$56.2 million, performed very well as compared to the custom benchmark with an overall return of 7.4% exceeding the benchmark by 1.2%.
- The final payment for the Pequot Grant was received during the month in the amount of \$79,547. The Town received the following interest rates on

The Town received the following interest rates on investments. This list includes outstanding investments that are under the control of the Finance Department and includes the General Fund and other Town Funds.

**INVESTMENTS, BY ACCOUNTING TYPE**  
(Unaudited)  
6/30/07

General Fund	\$24,920,579
Special Revenue Funds	2,131,942
Capital Projects Funds	589,979
Internal Service Fund	3,932,674
Trust and Agency Funds	<u>1,449,067</u>
<b>TOTAL, ESTIMATED BY FUND</b>	<b>\$33,024,241</b>

**INVESTMENTS, BY INSTITUTION TYPE**

(Unaudited)

6/30/07

<i>Ave. Monthly Yield, Annualized</i>	<u>Interest %</u>		<u>Interest \$</u>		<u>\$ Invested</u>
	Current Month	Last Month	Current Month	Last Month	
STIF	5.48	5.35	41,522	59,341	8,526,104
Banknorth	5.22	5.06	33,487	46,476	6,135,225
CLASS PLUS	5.05	5.00	13,865	32,231	8,498,982
Sovereign Bank MM	5.17	5.17	33,731	29,034	6,669,503
Financial Investor Trust	5.11	5.09	28,220	13,700	<u>3,194,426</u>
Total Outstanding Investments					33,024,241

**Assessor**

- Real estate transfers were read and entered in the Assessor database through the end of June 2007.
- The homeowner elderly program was completed and delivered to the State of Connecticut. There were 522 qualified applicants that received an average benefit of \$571 and \$338 from the State of Connecticut and The Town of Newington, respectively.
- The conversion process for the Assessor valuation IAS software was substantially completed. The Assessor's staff continued entering all transactions into the new and old databases. The website utilizing the old database was updated through the end of June.
- Fifteen newly constructed real estate properties with certificates of occupancy were inspected.
- There were 343 changes made to the October 1, 2006 motor vehicle grand list during the last two weeks of the month.

**Revenue Collector**

- Generation of the 7/1/2007 tax bills was a major task during the month. There were many issues to work out including printing of the bills, scan lines, envelopes and software program changes for the bank and software company to become compatible for the Revenue Office to process the tax payments.
- The Tax Office staff coordinated information with Bank of America Lockbox Division and Quality Data, our software company, with regard to the format and set-up of the tax bills which were mailed on June 15. Prepayments totaling \$4,029,626.10 were received during the month of June for the new 2006 Grand List bills. Collections on the current levy for the year ended June 30, 2007 totaled \$94,476.
- Daily corrections are being made to the tax bills for rerouting to taxpayers who have moved out of town or have sold their property.

**PURCHASING**

**BID NO. 12, 2006-07, SIDEWALK REPAIR BY METHOD OF RAISING SLABS TO GRADE**

Opening Date: June 20, 2007

Bidder	Location	Unit Price	3,000 SF Total
Martin Laviero Contractor	Bristol	\$3.30	\$9,900

The bid was awarded to Martin Laviero as the sole bidder.

**BID NO. 1, 2007-08, PARKS GARAGE ROOF REPLACEMENT**

Opening Date: July 12, 2007

**TOWN CLERK**

- On June 2<sup>nd</sup> the Town Clerk participated in "Barks in the Park," a Wethersfield sponsored event, by issuing dog licenses to Newington attendees.

- The Town Clerk attended a workshop sponsored by the Connecticut State Library entitled “Preventing and Preparing for Records Disasters” and a Hartford County meeting on June 27<sup>th</sup> to discuss new legislation.
- There were 583 documents filed on the Land Records including 205 mortgages and 219 releases; 41 liens were filed; 9 Trade Names, 9 Liquor Permits and 11 Notary Public commissions were recorded; 66 attested copies of vital records were issued.
- There were 15 residential sales—4 were over \$400,000 and 11 were over \$300,000.
- 100 property transfers were recorded during June totaling \$17,198,243.00; \$86,491.23 was collected in state conveyance tax and \$ 39,771.98 was collected in town conveyance tax

**Data Summary--June 2007**

	<u>June 2007</u>	<u>June 2006</u>	<u>FY 2006-07 to Date</u>	<u>FY 2005-06 to Date</u>
Land Record Documents	583	656	7,208	7,988
Dog Licenses Sold	1451	1091	1940	1877
Game Licenses Sold	300	319	2,636	2299
Vital Statistics				
Marriages	14	17	227	213
Civil Unions	0	1	2	10
Death Certificates	28	38	340	314
Birth Certificates	15	29	99	264
Total General Fund Revenue	\$ 95,656.77	\$ 59,701.27	\$ 760,913.93	\$679,624.00
Town Document Preservation	\$ 1,124.00	\$ 1,128.00	\$ 14,034.00	\$ 4,923.00
State Document Preservation	\$ 1,124.00	\$ 1,128.00	\$ 13,766.00	\$ 14,770.00
State Treasurer (\$26 fee)	\$ 14,612.00	\$ 14,664.00	\$ 178,152.00	\$117,988.00
Locip	\$ 1,686.00	\$ 1,692.00	\$ 48,271.00	\$ 13,614.00
State Game Licenses	\$ 5,599.00	\$ 6,178.00	\$ 51,541.50	\$ 52,249.50
State Dog Licenses	\$ 7,831.00	\$ 5,983.00	\$ 11,444.50	\$ 11,131.50
Dog Licenses Surcharge	\$ 3,206.00	\$ 2,456.00	\$ 6,774.50	\$ 9,508.50
Marriage & CU Surcharge	\$ 247.00	\$ 323.00	\$ 4,998.00	\$ 2,717.00
<b>Grand Total</b>	<b>\$131,085.77</b>	<b>\$ 93,253.27</b>	<b>\$1,089,895.43</b>	<b>\$906,525.50</b>

**POLICE DEPARTMENT**

- The certified Police Officer hiring process continued with five candidates taking a written test in June. Four of those candidates continued on to oral Interviews. All four candidates will continue on with polygraphs and background checks.
- Timothy Rinaldo was sworn in as a Newington Police Officer on June 25<sup>th</sup>. He will begin the Police Academy in August. Backgrounds are continuing on the remaining entry-level Police Officer candidates.
- A reimbursement request for \$2,161.08 was made to the Department of Transportation, representing 75% of the total costs for four nights of roving patrol under the DUI Memorial Day/July 4<sup>th</sup> Grant. The June 29/30th patrol resulted in eight motor vehicle warnings, five non-motor vehicle warnings, two speeding/racing arrests, and one miscellaneous arrest.
- Nearly 400 students at John Wallace and Martin Kellogg graduated from the DARE program in June. Graduations were held the second week of June and consisted of a culmination of material learned and an exciting and dynamic game show competition. The game show consisted of each class competing against one another in a series of questions regarding substance abuse.
- Community Service Officers taught a Bike Safety Course to several 3<sup>rd</sup> grade classes at Anna Reynolds Elementary School. Proper helmet wearing, rules of riding a bicycle on a public roadway,

and a demonstration of proper riding techniques on difficult terrain and in the presence of road hazards were covered.

- The Community Services Unit (CSO Unit) received several complaints of traffic violations in June from neighborhoods and various intersections. A list of traffic complaint areas was compiled and specific attention was given to different streets and neighborhoods where enforcement of speeding violations took place. Two areas receiving attention in June were the areas of Dowd Street and Culver Street.
- Foot patrols were conducted during the evening hours at Mill Pond Park and in the area of the Library in an effort to prevent and detect vandalism, primarily graffiti. The Town ordinance stating that Town parks are closed after sunset was also enforced at Mill Pond Park. A stationary post was set up during several shifts at the Skate Park in an effort to thwart graffiti to the concrete ramps.
- On June 9<sup>th</sup> the CSO Unit took part in the Touch a Truck program sponsored by Parks & Recreation. Hundreds of Child ID forms and safety kits, donated by the Kiwanis Club, were handed out.
- A bicycle rodeo sponsored by the Newington Kiwanis Club was held at the Newington Police Department on June 30<sup>th</sup>. Sergeants Zematis and Sutton assisted the CSO unit in running the bike course stations.
- Forty-seven offenses were the subject of investigation by Detective Division personnel in June.

<b>Patrol Calls June 2007</b>					
AlarmBurg	151	Fire Hazmat	3	MVA Property	103
AlarmHold	4	Fire Other	18	MV Assist	72
Animal	40	Fire Structure	7	MV Complaint	66
AssaultIP	9	Fire Trouble	1	Neighbor Dispute	13
Assault Report	8	Fire Vehicle	2	Noise Complaint	35
Assist	30	Fingerprints	31	Notification	2
Bad Check	1	Fireworks	13	OpenDoor/Window	5
BOLO	14	Follow up Inv	22	Parking Violation	19
BreachIP	10	Gun Call	1	Property Found	9
BurgIP	2	Harassment	20	Property Lost	7
Burg Report	6	Hazard	35	Recovered MV	1
CarSeat	13	Illegal Dumping	6	Robbery Report	1
Check	86	Indecent Exposure	1	Serve Warrant	26
Clear Lot	20	Intoxicated	15	Special Detail	32
Court	18	Juvenile Comp	41	Stolen MV	7
Criminal Mischief IP	8	K9 Call	15	Sudden Death	4
Criminal Mischief Report	37	Landlord/Tenant	4	Suicide Attempt	1
CustomerIP	15	Larceny From MV	6	Suspicious Person	100
CustomerRep	8	Larceny IP	10	Suspicious MV Occ	21
Dog	44	Larceny Report	53	Suspicious MV Unocc	7
DomesticIP	26	Location-Directed Patrol	79	Threatening Report	2
Domestic Report	4	Lockout Motor Vehicle	1	Town Ordinance	4
Drug	3	LockoutResidence Medical	1	Traffic Stop	705
DUI	7	Emergency	170	TrespassIP	4
EDP	5	Missing Person	13	Trespass Report	2
Escort	23	MV Abandoned	9		
Fire Alarm	21	MVA Evading	17		
Fire COo	3	MVA Injury	14	<b>TOTAL FOR NPD</b>	<b>2,472</b>

**UCR/NIBRS Selected Crimes**

May 2007

May 2006

Type of Crime	# of Offenses	Value of Crime	# of Offenses	Value
Murder	0	-0-	-0-	-0-
Forcible Rape	1	-0-	-0-	-0-
Robbery	2	\$500	0	-0-
Assault	9	-0-	2	-0-
Burglary	9	\$13,285	9	\$16,256
Larceny Theft	66	\$16,369	62	\$31,860
Auto Theft	4	\$15,800	10	\$65,099
Totals	91	\$45,954	83	\$113,215

- During the month of May 2007 89 adults were arrested: 1 for rape, 2 for robbery, 9 for assaults, 3 for burglaries, 2 for forgery, 6 for narcotic violations, 16 for DUI, 14 for larcenies, and 36 for miscellaneous offenses. 11 persons under the age of 18 were arrested or referred: 3 for assaults, 1 for larceny, 1 for vandalism, 2 for narcotics violations, 1 for DUI, 1 for liquor law violation, and 2 for miscellaneous violations.

**Emergency Response Times Averages- For In Progress Calls  
Calendar Years 2004 to 2007**

Description of Event	<u>2004</u>		<u>2005</u>		<u>2006</u>		<u>2007<sup>1</sup></u>	
	# Calls	Aver	# Calls	Aver	# Calls	Aver	# Calls	Aver
Alarm – Burglary	1636	8.63	1690	8.10	1652	8.47	791	7.94
Alarm – Holdup	65	5.08	55	4.26	41	4.66	17	7.32
Assault in Progress	50	3.03	45	2.39	41	2.34	34	4.13
Bomb	2	3.73	2	4.10	0	0	1	11.35
Breach of Peace	133	3.40	98	3.01	153	3.60	65	4.33
Burglary	20	6.42	27	5.50	25	4.31	14	3.88
Criminal Mischief	66	6.71	46	6.53	53	6.40	20	4.63
Customer Issue	106	6.79	134	6.19	98	5.85	66	5.30
Domestic	248	4.49	302	4.66	311	4.78	134	4.71
Emot Distur Person	105	5.70	130	6.27	120	6.94	39	9.50
Fire Alarm	279	4.67	292	4.93	248	5.03	134	5.12
Fire Structure	97	5.57	102	5.28	120	4.38	49	5.52
Fire Vehicle	32	4.11	24	4.50	25	4.30	16	4.37
Hazard General	332	9.17	418	9.80	361	10.78	186	9.99
Indecent Exposure	3	9.63	3	5.73	9	8.21	5	15.76
Larceny	169	7.26	156	5.53	99	5.83	64	6.62
Medical	1906	5.28	1893	5.34	2020	5.64	1049	5.37
MV Acc w/Injury	164	4.00	177	3.87	146	3.83	82	3.79
Robbery	16	2.36	6	2.22	6	3.71	2	.68
Shots Fired	8	4.45	15	5.14	17	11.39	0	0
Sudden Death	19	4.74	16	4.92	21	4.53	18	5.34
Suicide	6	6.66	11	4.91	4	3.60	4	5.03
Suicide Attempt	20	4.31	33	5.13	34	7.04	17	6.69
Susp Person	1116	5.63	1263	5.54	1261	5.46	566	6.27
Susp Motor Vehicle	97	6.18	87	3.89	167	5.14	122	5.02
Threatening	29	11.27	17	5.50	21	4.58	5	7.25
	6,726		7,046		7,057		3,502	

<sup>1</sup> Data from January 1, 2007 to June 30, 2007 unadjusted

**NOTE:** This is the first run of the computer report and we have found some minor issues with some of the response times. These issues are unusually long times of arrivals and appear to be typographical errors by our data entry personnel. We are in the process of identifying and reviewing all data. Once we have identified the errors we will make the corrections where needed. This will have a minor effect on the above information in that the changes will lower the time of response in some cases by a few seconds.

**FIRE DEPARTMENT**

The Fire Department responded to 68 alarms/emergencies as follows:

	<u>June 2007</u>	<u>12 months Cum.</u>
Residential	22	247
Commercial, Industrial, Office	8	57
Hospital, School	3	46
Vehicle	4	40
Rescue, Police Assistance	0	21
Dumpster, Rubbish, Grass, Brush, Leaves	7	56
Hazardous Materials/Clean up	1	34
Investigative Alarm	19	284
False Alarm	0	0
Mutual Aid/Standby	1	15
Carbon Monoxide Investigation	3	32
Water Related Incidents/Pump-Outs	0	0
Total	68	832

Training Summary:

	Program	Members	Hours
Haz-Mat Training	MRT Recertification	2	80
	EMT-1	1	100
Officer Training	Firefighter Safety Initiative	49	147
ISO Training	IS-100	3	12
	IS-200	3	12
	IS-300	3	12
Multi-Company Training	Firefighter Safety (Disorientation)	52	156
Fire Service Instructor I		2	140

**FIRE MARSHAL**

The Fire Marshal's Office completed the following activities during the month of June:

Inspections	42
Inspection Follow-Ups	21
Plan Review	5
Job Site Inspections	9
Underground Tank Removal	0
Fire Investigations	1
Fire Alarm Trouble	2
Complaints	3
Haz/Mat	1
Bomb Threats	0
Blasting	8

**Training**

- Fire Marshal Chris Schroeder attended a Hurricane Preparedness Workshop in West Haven sponsored by the Department of Emergency Management and Homeland Security.



## **PUBLIC WORKS/FACILITIES MANAGEMENT**

- A draft of the revised “Inland Wetlands and Watercourses Regulations” was completed. The revisions to the regulations are being pursued so that they are consistent with the most recent model regulations recommended by the Department of Environmental Protection (DEP).
- Engineering staff has finalized the design for the reconstruction of Stonehedge Road and has also completed staking out the new grades in the field.
- Anthony Ferraro, Acting Town Engineer, was verbally informed by a representative of the Department of Transportation (DOT) that due to delays by the DEP in reviewing the plans for the reconstruction of the Garfield Street Bridge, a supplemental application will be required for the grant the Town has received for this project. The supplemental application is currently being followed up by DOT.
- The contractor performing sidewalk maintenance and repairs at various locations throughout the Town has initiated his work and has been proceeding under direction of Engineering staff.

## **Highway Department**

- Town crews assisted a bid awarded contractor with brush grinding at the landfill by pushing brush within reach of the brush grinding equipment.
- Storm drainage improvements, saw-cutting of driveway aprons, removal of bituminous curbing, and bituminous pulverization were completed on Stonehedge Drive as part of the road reconstruction project. Crews have now begun to grade and compact the stone surface in preparation for paving.
- Crews assisted the Engineering Department with surveying needs on Stonehedge Drive.
- Veterans Drive and Lamplighter Lane were roto-milled and paved as part of the mill and overlay program. Approximately 2360 tons of bituminous concrete was used to pave both roads.
- A section of storm water pipe was excavated and replaced on Liberty Street. The area was then repaved to existing grades.
- Assistance was provided to Parks & Recreation by excavating an area near the Churchill Park pool for pipe replacement and repaving.
- Mechanics attended a three day training seminar for fleet management software used to maintain the Town’s fleet. Preventative maintenance and emergency repairs were performed throughout the month of June.

## **TOWN PLANNER**

- Town Center Streetscape Improvements Phase III – This project was awarded G.E.G. Construction of Ludlow, MA. The Town Planner has submitted to the Town Attorney draft easements that will permit the Town to erect decorative street lamps in front of Bank North, CVS and Keeney Company. The Department of Transportation’s (DOT) traffic signal replacements at Market Square and Lowrey Place were completed in June. With this work completed, streetscape improvements can begin.
- 690 Cedar Street, National Welding Brownfield Assessment Project – The federal Environmental Protection Agency (EPA) completed its review of the Phase III Environmental Assessment Quality Assurance Plan for National Welding and on June 27<sup>th</sup> notified our environmental consultant that on-site work can proceed. The purpose of Phase III Assessment is to quantify the extent of the contamination releases documented in the Phase II study. Phase III will entail the drilling of 21 soil borings around the property and 34 borings within the building. In addition, six groundwater monitoring wells will be set to collect samples. Access onto this property to set up and maintain the monitoring equipment is being handled by the Town Attorney. Our EPA grant schedule calls for this work to be completed by the end of November.
- Cedar Mountain Ridgeline Preserve Open Space Grant - On June 12<sup>th</sup> the Town Council authorized the filing of a Department of Environmental Protection (DEP) Open Space and Watershed Land Acquisition Grant for 28 acres of property on Cedar Mountain. The property was previously owned by Newington Children’s Hospital (Connecticut Children’s Medical Center). In April it was sold to Marcap Co., LLC for \$1,200,000. In 2003, Newington was awarded a \$491,000 grant to acquire this 28 acres and an adjacent 31 acres owned by the Balf Company. The Medical Center’s property has been under option to developers who over the past 3 years petitioned the Town Plan and Zoning Commission (TPZ) to change the zoning to permit high use, high density housing or subdivision for a

commercial office park. These development proposals were denied because the Commission did not feel the ridgeline would be adequately preserved. The Town Planner submitted our application on June 28 in order to keep the Town's eligibility for grant funds active during the DEP's 2007 round of open space awards.

Development Projects

- Newington Center LLC, Lowrey Plaza: TPZ approved site development for parking lot improvements that will include new lighting, landscaping, curbing and pavement, a new 3,300 square foot building for People's Bank and a total "make over" of the plaza's façade.
- Town Center Design Standard Front Yard Setback: TPZ approved a zoning standard amendment that permits building placement to be reduced along Lowrey Place from 25' to 15' when the Commission determines the building's architecture complies with the Town Center design guidelines.
- Newington Business Park, Alumni Road, former Torrington factory: Site development plan for Schuco Windows' occupancy of 60,000 square feet for assembly and storage.
- 28 Garfield Street: OFI is proposing to relocate from the Berlin Turnpike to the Town Center and redevelop existing 12,500 square foot (former Marshall's) building for business offices and display space. OFI's owner is proposing a new building façade and improvements to the parking area.
- 149 Louis Street: Building expansion and site improvements for a 5,000 square foot addition to the existing coffee roasting and distribution business.

**BUILDING DEPARTMENT**

- Eighteen permits were issued for new residential houses (125 Waverly Drive, 27 Bogart Lane, 25 Bogart Lane, 23 Bogart Lane, 21 Bogart Lane, 19 Bogart Lane, 197 Sterling Drive, 203 Sterling Drive, 209 Sterling Drive, 215 Sterling Drive, 170 Sterling Drive, 176 Sterling Drive, 182 Sterling Drive, 188 Sterling Drive, 221 Sterling Drive, 227 Sterling Drive, 233 Sterling Drive, and 239 Sterling Drive).
- Permits issued for the Town of Newington were:
  - ✓ An Electrical Permit for the temporary wiring for the Fire Department's 90<sup>th</sup> Parade at Mill Pond Park.
  - ✓ An Electrical Permit to install a CCTV System in the Newington High School.
  - ✓ An Electrical Permit to replace 10 HID fixtures with 10 new fluorescent fixtures at Anna Reynolds School.
  - ✓ An Electrical Permit to replace 48 existing HID lights with 48 new fluorescent fixtures at John Kellogg Middle School.
  - ✓ A Mechanical Permit to replace the heating boiler at the Newington High School Field House.
  - ✓ A Roofing Permit for the Newington High School.
  - ✓ A Roofing Permit for the Kellogg Middle School.
- Seven Certificates of Occupancy were issued in June, five for single family houses (19 Barkledge Drive, 25 Barkledge Drive, 308 Willard Avenue, 40 Barkledge Drive, and 46 Barkledge Drive) and two for commercial buildings (Spin Cycle Cafe Laundromat, 190 Fenn Road and Arby's, 3206 Berlin Turnpike).

Seminars attended by the Building Inspectors for their continuing education credit were:

David Zwick	NFPA 1 Chapter 16: Safeguards during Building Construction, 6/21/07
Art Hanke	NFPA 1 Chapter 16: Safeguards during Building Construction, 6/21/07
Richard Smith	NFPA 1 Chapter 16: Safeguards during Building Construction, 6/19/07
Pete Hobbs	NFPA 1 Chapter 16: Safeguards during Building Construction, 6/21/07 IMC Chapter 11: Refrigeration – 6/15/07

Building Inspectors completed a total of 442 inspections: Alarm (1), CO (31), Code (10), Decks (11), Drains (5), Electrical (90), Final (14), Fire (2), Footings (32), Foundation (26), Framing (50), Gas Line (6), Gypsum (12), Hood (1), Insulation (27), Mechanical (38), Piers (3), Plumbing (30), Pools (4), Roofing (3), Rough (20), Sheathing (4), Sheds (2), Sill (1), Site (6), Slab (4), Sprinkler (1), Tent (3), Water Proof (5).

**Building/Renovation Permit Statistics**

<u>Type of Permit</u>	<u>No. of Permits</u>	<u>Value of Permits</u>
Addition/Alterations	30	\$ 636,309
Deck	13	68,010
Demolition	2	34,500
Electrical	67	201,111
Fence	0	0
Fire Suppression/Sprinkler	0	0
Footing/Foundation	0	0
Fuel Tank	2	4,300
Garage/Shed	10	77,857
Mechanical	22	96,929
New Commercial	0	0
New Residential	18	4,559,544
Plumbing	26	70,670
Pool	11	30,327
Roofing/Siding	26	626,846
Sign	7	13,240
Tent	4	4,262
Trailer	0	0
<b>Total</b>	<b>238</b>	<b>\$6,423,905</b>

Permit Value Comparison for June:

	<u>2007</u>	<u>2006</u>
Value of Permits Issued	\$6,423,905	\$2,539,963
Building Permit Fees Received	\$69,318	\$32,579
Other Income Fees	\$1,608	\$5,066
Building Permits Issued	238	242

Total Value of Permits and Permit Fees:

<u>2006-2007</u>		<u>2005-2006</u>	
<u>Value</u>	<u>Permit Fee</u>	<u>Value</u>	<u>Permit Fee</u>
\$63,900,791	\$724,028	\$36,893,990	\$519,115

**HEALTH (Central Connecticut Health District)**

Newington staff representatives:

- Participated in the CCHD strategic planning process which identified program areas in need of improvement. Goals and objectives were identified to improve service to the member towns over the next year.
- Continued to receive housing code violation complaints, including un-kept properties, tall grass, pools with stagnant water, and trash/litter.
- Performed opening inspections at all Town-owned pools and those located at condos and apartments. Ensured that pool operators are complying with the new CCHD Sanitary Code licensing requirements.
- Responded to and investigated an event at a local country club where many of the participants became ill with foodborne illness like symptoms. District staff worked together in an efficient manner to interview all of the food workers, collect specimen samples and train employees on safe food handling practices.
- Performed preoperational inspections and issued new food service licenses to Spin Cycle Café and Laundromat located on Fenn road and to Fennway Enterprises, who will be selling Ben & Jerry's ice

cream at a street ending near Mill Pond Park.

- Temporarily closed a pool at a condo complex due to the lack of chlorine. The automatic chlorinator was fixed, the pool re-inspected and re-opened all in the same day.
- Continued to treat mosquito breeding areas on a complaint basis only.
- Received plans for a Sam's Club store to be located next to the newly constructed Stew Leonard's store. Sanitarians Rebecca Drew and Ed Malik assisted the Newington office by performing the plan review for this store.
- Met with Stew Leonard's representative to discuss ongoing temporary food event requirements.
- Met with Newington motel owner to discuss repair of motel facility and to obtain a plan of repair.
- Met with Newington VFW representative to discuss kitchen design.
- Inspected food and car event "Cruising Newington Car Show."
- Conducted on-site training to address hand washing and glove use in a Newington restaurant.
- Prepared CCHD health orders on two Newington properties.

### **Statistical Summary**

	Total
Food Service Inspections	28
Motel Inspections	4
Complaints	26
Pool Inspections	10

### **HUMAN SERVICES**

- Parks and Recreation and Human Services submitted a national grant proposal for graffiti prevention. The funds would pay for materials and supplies to support a coalition of youth and adult groups assisting the Town in awareness, prevention and clean up.
- Human Services Director Ken Freidenberg attended the National Symposium on Violence and Trauma.
- Volunteers from Interfaith Community Action (ICAN) continued to assist six residents with a variety of home improvement and home care needs.
- The following positive youth development activities and programs were provided:
  - The Tri-Town Youth Leadership project held its culminating event at the Newington Challenge Course on June 8. 36 youth from Newington, Wethersfield and Rocky Hill participated in a variety of leadership development activities. They continue to develop action plans to prevent violence and vandalism.
  - Staff and contractors provided transition challenge initiatives for each of the elementary schools' end of the year fourth grade picnics.
  - 160 seventh-grade students and 13 school staff from Martin Kellogg participated in "Challenge Day" on the Challenge Ropes Course for skill building initiatives teaching decision-making, problem-solving, communication and teamwork.
  - Members of the high school Adventure Club climbed the Alpine Tower and shared memories of the year's activities.
  - Numerous requests to use the Challenge Ropes Course continues to be received including the Parks and Recreation Department summer staff, Central Connecticut State University, Morley After-School, and East Granby, Wethersfield and Berlin Youth Services.
- The Youth and Family Counseling Program handled 16 new referrals with an active caseload of 43. There were 10 inactive cases and 13 closed cases. Staff and contractors conducted 104 clinical therapy sessions and made 135 contacts with families and other agencies. Clinical Coordinator Christina Salvio continues to outreach with students and staff at the elementary, middle and high schools.
- Information and Referral requests responded to 250 calls or walk-ins.
- The Social Casework Program experienced a rise in the active caseload to 85 with 22 new referrals. Presenting issues by residents were dominated by financial difficulties, health and mental health, housing, social security, substance abuse, and domestic conflict.
- The Food Bank assisted 84 households and the monthly outdoor market co-sponsored with Food Share served 55 households. The Special Needs Fund approved 11 requests for basic need

assistance, of which 6 were seniors. The top needs were energy, medical and medication assistance and home improvement.

June 2007 Statistics

Selected Programs	FY 06-07 Undp. Total This Month	FY 06-07 Undp. Total Last Month	FY 06-07 Cum. Undp. Total YTD	FY 05-06 Cum. Undp. Total YTD
Youth and Family Counseling	43	51	196	169
Positive Youth Development	739	379	3,898	3,174
Youth Works (Job Bank)	6	8	57	56
Information and Referral	250	241	2,310	2,173
Social Casework Cases	85	75	396	257
Under 55 = 51				
Over 55 = 34				
Food Bank Participants	84	85	967	991
Special Needs	11	22	242	142

**SENIOR AND DISABLED CENTER**

- Both the Senior Club and the AARP Chapter 697 held their annual end of year banquets this month at Indian Hill Country Club and the Chowder Pot, respectively.
- Center Director Dianne Stone and Program Coordinator Eleanor Eichner attended the Annual Meeting of the Connecticut Association of Senior Center Personnel on June 12<sup>th</sup>. Ms. Stone was elected to her 2<sup>nd</sup> term as the Association's President.
- The eight week pilot Mind Aerobics program ended. Based on pre- and post-testing, 100% of the participants reported that they had more control over their potential memory loss with an average of 25% more control.
- Ms. Stone participated as a panelist in the Connecticut Elder Action Network's Legislative Wrap Up Presentation on June 28th.
- Special health programs this month included a lunch and learn program on Lyme disease by Dr. William Vincent and sponsored by Andrew House Health Care and a presentation by physical therapist Alex Oberschall on Diabetes and Exercise. The latter was presented as part of the Diabetes Support Group but was open to the public.
- Lisa Rowan from Maple View Manor led a craft workshop on decorating clay flower pots on June 15<sup>th</sup>.
- The Center currently has a membership of 3,640 with 11 new members this month. The Commission on Aging and Disability passed a new membership policy that will go into effect when the Center implements its new database, MySeniorCenter.com.
- Social Worker Teri Snyder has a current caseload of 47 with most clients seeking assistance with financial issues.

**Dial-A-Ride**

**Wellness Clinic**

**Senior Café**

Trips	Miles	On-site	Off-site	Meals Served
1,283	3,657	116	13	1,124

**Project Homeshare**

	Current Matches	Providers	Seekers	Counseling Calls
Newington	6	13	6	1
Other Comm.	12	52	73	19

## **PARKS AND RECREATION**

### **Administration**

- Wendy Rubin, Superintendent of Parks and Recreation, met on-site with several Little Brook Park neighbors to identify equipment and maintenance needs at the Park.
- Supt. Rubin and Parks & Grounds Supervisor Dennis Bonitsky attended the first meeting of the West Meadow Cemetery Expansion Building Committee.
- Bill Beckner of CEHP, Inc. presented the first complete draft of the Master Plan to the Board of Parks and Recreation.

### **Recreation Division**

- Supt. Rubin was the Chief Grillmaster for the National Trails Day event on June 2<sup>nd</sup> that culminated at Churchill Park with a cookout for about 50 participants. Two hikes were offered and the turnout was good.
- Supt. Rubin and Recreation Supervisor Alison Alberghini attended the CRPA Summer Quarterly meeting in Norwalk which featured speakers from the USTA and the American Coaching Effectiveness Program.
- Bill Beckner of CEHP, Inc. held a workshop for Recreation Division personnel on program operations to assist in implementing the Master Plan recommendations.
- The AARP Walking Program concluded with participants receiving recognition pins and certificates. Over 75 participants attended complimentary fitness and wellness classes.
- The summer program brochure was sent to 11,000 addresses in Newington. There are 350 classes and programs offered this summer.
- 60 Summer Playgrounds staff members participated in the ROPES course consisting of teambuilding and leadership activities.
- The Summer Sunshine program for children ages 3 and 4 is filled for all summer sessions. The Playground Pals program for children ages 5 and 6 also began the last week in June with all sessions filled to capacity.
- The 2<sup>nd</sup> Annual Touch-A-Truck program was held in conjunction with the Lucy Robbins Welles Library Summer Reading Kickoff.
- The Mortensen Community Center gym remains closed. The first and second grade playground programs have been moved to Ruth Chaffee School.
- The summer Thursday night concert series at Mill Pond Park began on June 28. Due to the rain it was moved to the Joseph P. Doyle Community Complex.
- Newington Parks and Recreation continued its partnership with Camp Sunrise in Glastonbury, sending 14 children from Newington with special needs to their summer camp.
- In early June, Aquatics staff helped give the 4<sup>th</sup> graders in Newington a great pool experience. All four elementary schools were able to enjoy two hours in the pool during their end of the year school picnics at Churchill Park.
- Final plans are underway for the Mill Pond Beach Party, Friday, July 20<sup>th</sup>, and the Extravaganza on July 21<sup>st</sup>.

### **Parks and Grounds**

- Extensive overtime hours in June allowed for mowing of circles, roadsides, general brush, and school grounds while normal mowing continued daily.
- Newington hosted the annual Soccer Wrap-up Tournament requiring extensive field preparation of 10 fields at Newington High School. Other events in Town which required some Division participation included the Fire Department's Anniversary Parade and festivities at Mill Pond Park and the first annual Car Show on Market Square.
- During early June the Division assisted the various schools in preparation for their annual field days and school picnics.
- There were a number of graffiti incidents during the month at various places such as the Skate Park and Mill Pond requiring Division response within 48 hours.

- The Young Farm property became very active as walkers, gardeners, and dog owners took advantage of its open land. Arrangements have been finalized with a farmer to mow and remove the hay.
- The last of the soft surface tennis court work was completed in early June with replacement windscreen installation and final top coatings.
- Swimming pool preparations were completed and pools opened on June 25 for the swim season.
- There were seven interments in Town Cemeteries during the report period.

## **LIBRARY**

- Over 1,000 people attended the Library's Summer Reading Kick-off in a two-hour period on June 9 and were treated to age appropriate activities, refreshments, entertainment, etc. The Parks and Recreation Department's Touch-A-Truck program was held at the same time, making for a very festive morning on Mill Street.
- Due to the success of the Kick-off and the promotional efforts of Library staff who visited all Newington schools in June, Summer Reading Program participation shows a 34% increase over that of last year for children, a 40% increase for adults, with the teens holding steady.
- Children, their parents, and caregivers attended 21 literature-based programs during June. Highlights, besides the Kick-Off, included *The Fossil Hunter*, who spoke to nearly 100 children about paleontology. The monthly dinner-time book discussion *Nutmeg Nights* has taken on a new life with high attendance in June. Nearly 2,800 children were involved in these events.
- Use of the Friends' sponsored Museum and Attraction Passes soared during June as residents took advantage of this service that allows for free or reduced rate admission to area places of interest. Beardsley Zoo, Mystic Aquarium and Seaport, and the Roger Williams Zoo were among the most popular for the month.
- The area in the library designated for teens received a boost during June as new furniture arrived. Easy chairs, tables and chairs, and a new computer counter were installed making the area a more inviting and comfortable place in which to be. Efforts to refurbish this space continue thanks to some funding from the Library Board's proceeds from the 5K race.
- Topics of note that were researched this month included:
  - Recording of Scott Joplin's Maple Leaf Rag.
  - Photo of the World War II work boat AT145.
  - Economic impact of illegal immigrants.
  - Where to get blood work done in Newington.
  - List of Celtics basketball players year by year.
- Eleven programs were held for 339 adults and teens. The evening Kick-off for Adult Summer Reading drew a record crowd of over 100 people. The Organization Series, which ended with *Organize Your Kitchen and Closets*, and a Friends' sponsored bus trip to New York City were some of the highlights of another very busy programming month. *Winged Things II: Birds and Butterflies* was presented by Newington's own Roy Zartarian. *Magic the Gathering* was the notable teen program in June.
- The Friends of the Library annual meeting was held on June 20<sup>th</sup>. A reception for those Friends who supported the organization at the highest level of giving was held before the program; the featured speaker was Connecticut author James Benn. A writer of a mystery series, Mr. Benn was engaging and informative as he told of his writing process.
- 5,454 reference questions were answered and 1,471 items were processed and added to the collection. 36,208 items were circulated.
- In technology matters, staff continued working on the series of online training on topics pertaining to Web 2.0 that was devised by the technology librarians. *Dear Reader*, the online book club, now has 224 individual members. Any library patron can sign up for this free Internet service.
- Library Director Marian Amodeo and Librarians Pat Pierce and Terri Planco attended the American Library Association's national conference. Librarian Vicky Chase attended the more technical SIRSI conference and spoke about the online lessons on Web 2.0 that she and another staff member are offering to Library staff.
- The Library Board hosted a breakfast and a luncheon for those businesses in Newington who work in the financial realm. They presented the PowerPoint presentation that explains the Legacy Society, the Board's fund development campaign and plan on continuing to do presentations into the fall season for various local groups.

