



John L. Salomone
Town Manager

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

OFFICE OF THE TOWN MANAGER

MEMORANDUM

To: Newington Town Council
From: John L. Salomone, Town Manager
Date: July 18, 2008
Re: Monthly Report – June 2008

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. Items of interest included:

- Attending a meeting at the Capitol Region Council of Governments on June 9.
- Attending several meetings regarding MDC/CRRRA /solid waste issues.
- Attending the Bill Signing ceremony at Newington Fire Headquarters regarding the volunteer firefighter issue.
- Meeting with part-time Assistant Town Clerk Toni St. Pierre regarding the full-time vacancy.
- Meeting with Dave Brown from New Samaritan Corporation and Town Planner Ed Meehan.
- Hosting the Mid-State Collaborative Meeting on June 12.
- Attending the Downtown Revitalization Committee meeting.
- Conducting an AFSCME Union grievance hearing.
- Attending the Local Emergency Planning Committee meeting.
- Meeting with a resident of the Fisk Drive/Dowd Street area regarding various issues.
- Attending a DOT pre-construction meeting regarding the resurfacing of Rt. 173.
- Attending the Kiwanis meeting which honored Marian Amodeo for her 10 years as Library Director and Dianne Stone for her 10 years as the Director of the Senior and Disabled Center.

Paid overtime for the month of June 2008 was as follows:

HIGHWAY DEPARTMENT	Overtime Hours	Cost
Vehicles and Equipment	79.90	\$ 3,050.40
Weekend Stand-by and Call-in	16.00	581.00
Road Maintenance	13.90	538.85
Landfill	9.20	425.23
Martin Kellogg School	8.0	277.36
Badger Field/High School	55.10	2,070.78
Overlays	8.50	329.80
Louis Street	71.10	2,758.68
Total	261.70	\$ 10,032.10
	Overtime Hours	Cost

PARKS AND GROUNDS DIVISION		
Tennis Court Preparation	12.00	\$ 441.00
Cemetery	38.00	1,395.00
Pool Maintenance	81.00	2,974.00
Herbicide Application	78.00	2,864.00
Weekend Duty	43.00	1,579.00
Total	252.00	\$ 9,253.00
	2007-08 Budget	Overtime Expended
POLICE DEPARTMENT	Overtime Appr.*	Fiscal Year to Date
Administration	\$ 4,167.00	\$ 4,041.92
Patrol	727,443.00	663,266.94
Investigation	76,000.00	72,074.02
Communication	113,986.00	114,495.00
Education/Training	90,026.00	84,052.99
Support Services	22,602.00	22,204.13
School Resources Officer Grant	14,580.00	13,300.77
Animal Control	<u>11,706.00</u>	<u>6,305.36</u>
Total	\$1,060,510.00	\$ 979,741.13

*Reflects various mid-year transfers

PERSONNEL

- Interviews were held on June 9 for the Librarian I – Teen Services position. Staff interviews were also scheduled during June.
- Librarian I (Library Business Manager) Lynn Caley's position was upgraded to Librarian II, effective July 1, 2008, due to increased duties and the addition of some supervisory responsibilities.
- A Groundskeeper I position created through a retirement was posted during the month with a closing date of July 3.
- Facilities Maintainer Tom Trumbull was promoted to the newly created Heating & Ventilating Mechanic position effective July 1, 2008; the Facilities Maintainer position was posted for internal bidding with a closing date of July 1.
- Part-time Assistant Town Clerk Toni St. Pierre was promoted to the full-time position. The part-time Assistant Town Clerk position was advertised with a closing date of June 27. Almost 150 applications were received and are in the processing of being reviewed.
- Bruce Till, retired Superintendent of Parks and Recreation from Farmington, was appointed part-time Interim Superintendent of Parks and Recreation until a replacement for Wendy Rubin is hired.
- Notice was received of the resignations of Recreation Supervisors Ted Fravel and Kristine Kravontka, both of whom have accepted other positions.
- Two certified Police Officer candidates were given conditional offers of employment pending the outcome of physicals and various other employment tests.

RISK MANAGEMENT

- The eleventh month of the 2007-2008 Blue Cross/Blue Shield plan year produced a combined paid claim total that was lower than the estimates that were developed at renewal. The total claims were estimated at \$725,538 per month; the initial number for May 2008 came in at \$593,790.
- The cumulative estimated claims for 11 months of the 2007-08 plan year were \$7,980,918. The actual paid claims for the 11 months were \$7,007,344.

FACILITIES MANAGEMENT

- New boilers, condensate pumps and feed water systems for the Town Hall have been ordered after approval by the Town Council. The installation design will be advertised for bids during July with the demolition phase of the project expected to begin in August.

- Electrical panels in the Town Hall were inspected and serviced during the planned power outage required as part of the Cedar Street project. New main feed lines were also installed to the Library transformer during the shutdown at no cost to the Town; this will provide increased reliability of the electrical service to that building.
- The Facilities group completed 31 formal work orders during the month of June in addition to scheduled maintenance and project work assignments.
- Carpet pricing was received from vendors under both State Bid and Federal Bid contracts for installation. After review, the Federal Bid pricing was lower than State Bid; Jeff Baron, Director of Administrative Services, is clarifying the acceptance of this bid with the Town Attorney to ensure all requirements are met for this installation.
- During June, inspections were completed with an historic renovations contractor to determine repair priorities for the Town's two historic homes. After review of their proposal, it was decided to perform the immediate repairs "in-house" which will include replacement of windows at the Kelsey House and exterior painting and siding repairs at both homes.

INFORMATION SYSTEMS AND TECHNOLOGY

- The Town's Service Center logged 53 requests for service via the Internet.
- 120 computer viruses/Trojans were blocked/detected or quarantined; 25,592 unsolicited SPAM emails messages were blocked from being delivered.
- 78 Work Orders were completed.
- The Town's website had approximately 27,647 visits during the month with 76,531 page views, an average of 2.77 pages viewed per visit. The Town home page, Lucy Robbins Welles Library and Parks and Recreation sites were the most frequently visited.
- The Town's Citrix® Server Farm was upgraded.
- A new software application, MySenior Center®, was installed for use at the Senior and Disabled Center. The new software application will assist staff with managing memberships and programs.
- Work continued on network firewall and switching configurations.

FINANCE

Accounting and Administration

- The year-end closing process for the 2007-08 General Fund began with the issuance of closeout instructions and deadlines to Town departments. Expenditures were closely monitored to ensure there were no over budget occurrences.
- On June 23rd, Cindy Campbell joined the department. Cross training began on the payroll system to ensure a smooth transition when Margo Siderowf, Account Clerk II for more than 20 years, retires in July.
- The final payment for the Pequot Grant was received during the month in the amount of \$90,916.

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)
6/30/2008

	<u>Interest Earnings</u>		<u>\$ Invested</u>
	<u>Budget FY</u> <u>2007-08</u>	<u>Actual</u> <u>Year to Date</u>	
General Fund	\$1,425,000	\$1,425,753	\$25,161,632
Special Revenue Funds	\$138,000	128,623	2,207,523
Capital Projects Funds	\$18,000	18,157	644,209
Internal Service Fund	\$88,050	164,172	5,170,377
Trust and Agency Funds	\$64,000	46,325	<u>1,377,690</u>
TOTAL, ESTIMATED BY FUND			\$34,561,431

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)
6/30/2008

	<u>Interest %</u>		<u>Interest \$</u>		<u>\$ Invested</u>
	<u>Current Month</u>	<u>Last Month</u>	<u>Current Month</u>	<u>Last Month</u>	
STIF	2.39	2.31	31,512	36,505	\$15,400,761
CLASS PLUS	2.14	2.11	11,177	11,913	5,893,472
Financial Investor Trust	1.99	1.92	6,155	6,560	3,832,313
Bank North	1.86	1.86	6,592	13,163	2,420,569
Sovereign Bank MM	2.36	2.40	16,701	18,346	<u>7,014,316</u>
Total Outstanding Investments					\$34,561,431

Rates reflect avg. monthly yield, annualized

Assessor

- Real estate transfers were read and entered into the Assessor data base through the end of June 2008.
- The elderly homeowner program was completed and delivered to the State of Connecticut. There were 496 qualified applicants who received an average benefit of \$570 from the State of Connecticut and \$333 from the Town of Newington.
- Twelve newly constructed real estate properties with Certificates of Occupancy were inspected.
- Assessor Steve Juda and Assessment Technician Betty Molloy attended the annual Assessor's school held at the University of Connecticut. Mr. Juda taught a new week long course on Revaluation that will become required to obtain the Certified Connecticut Municipal Assessor designation.

Revenue Collector

- Tax Office staff was busy coordinating information with Bank of America Lockbox and Quality Data software with regard to the format and set-up of the tax bills. There were many issues to work out from printing of the bills with OCR lines to software program changes necessary for the bank and software company to become compatible with the Revenue Office to process the Lockbox payments.
- The new tax bills were mailed and prepayments totaling \$1,632,879.63 were received during the month of June for the 2007 Grand List bills.
- Revenue Collector Corinne Aldinger submitted mandated forms which needed to be filed by July 1st to the State Office of Policy and Management.
- Collections on the current levy for the year ended June 30, 2008 totaled \$59,430.

PURCHASING

BID NO. 11, 2007-08, RESERVOIR ROAD/ANNA REYNOLDS SCHOOL DRAINAGE IMPROVEMENTS

Opening Date: June 12, 2008

Bidder	Location	Base Bid
Double C Construction	Rocky Hill	\$408,000
Excavation Technologies, Inc.	Cheshire	\$458,907
Correia Excavation, Inc.	Glastonbury	\$459,808

The contract was awarded to Double C Construction for their low base bid.

BID NO. 12, 2007-08, MEMBRANE COVERED SALT SHED

Opening Date: June 18, 2008

Bidder	Location	Base Bid
Dynamic Building Systems	Gloucester, MA	\$79,500

The contract was awarded to Dynamic Building Systems for their low bid.

TOWN CLERK

- 660 documents were filed on the land records during June. \$87,524 was collected in State conveyance tax and \$43,762 was collected in Town conveyance tax.
- 15 residential properties sold for over \$300,000 each. Property at 99 Rockledge Drive sold for \$565,000 from Konstantinos Karabetsos to Scott & Dawn Wolf.
- 197 mortgages and 40 liens were filed; 22 assignments and 223 releases were recorded. The office indexed 6 survey maps, 7 trade names and 14 notary public commissions. 80 certified copies of vital records were issued. 5 cremation certificates and 8 burial permits were prepared.
- Assistant Town Clerk Toni St. Pierre attended a session at the Legislative Office Building covering election education and basic elections and absentee ballots.
- The Town Clerk attended a County Luncheon Meeting on June 25th.

Data Summary—June 2008

	<u>June 2008</u>	<u>June 2007</u>	<u>FY 2007-08 to Date</u>	<u>FY 2006-07 to Date</u>
Land Record Documents	660	583	6,353	7,208
Dog Licenses Sold	1,493	1,451	2,039	1,940
Game Licenses Sold	33	300	2,366	2,636
Vital Statistics				
Marriages	23	14	227	227
Civil Unions	1	0	6	2
Death Certificates	35	28	316	340
Birth Certificates	20	15	280	262
Total General Fund Revenue	\$64,306.00	\$ 95,656.77	\$ 733,149.18	\$ 760,913.93
Town Document Preservation	\$ 1,168.00	\$ 1,124.00	\$ 12,863.00	\$ 14,034.00
State Document Preservation	\$ 1,176.00	\$ 1,124.00	\$ 12,852.00	\$ 13,766.00
State Treasurer (\$26 fee)	\$15,080.00	\$ 14,612.00	\$ 165,750.00	\$ 178,152.00
Locip	\$ 1,740.00	\$ 1,686.00	\$ 19,125.00	\$ 20,556.00
State Game Licenses	\$ 612.00	\$ 5,599.00	\$ 45,556.50	\$ 51,541.50
State Dog Licenses	\$ 8,065.00	\$ 7,831.00	\$ 11,383.50	\$ 11,444.50
Dog Licenses Surcharge	\$ 3,302.00	\$ 3,206.00	\$ 4,676.00	\$ 6,774.50
Marriage & CU Surcharge	\$ 266.00	\$ 247.00	\$ 2,888.00	\$ 4,998.00
Grand Total	\$95,715.00	\$131,085.77	\$1,008,243.18	\$1,062,180.43

POLICE DEPARTMENT

- The Hazardous Moving Violation patrol on the Berlin Turnpike for May (20 posts) resulted in 183 arrests and 56 warnings (42 seat belt violations, 24 speeding, 22 Stop sign violations, 12 improper turn, 8 speeding, 2 reckless driving, 1 improper turn, 3 lost control violations, 1 failure to grant R.O.W. and 63 other motor vehicle violations).
- Patrols funded by the DUI grant from the Department of Transportation resulted in 1 DUI arrest, 1 failure to drive in the proper lane arrest and 18 verbal warnings.
- On June 6th, Community Service Officer (CSO) Michael Webster conducted an Officer Friendly Program for 25 pre-school children at Temple Sinai. He also taught a bike safety course to approximately 70 third grade students at Elizabeth Green Elementary School.
- On June 7th, CSO Webster, School Resource Officer Will Jordan, and Sgt. John Zematis conducted a bicycle rodeo in the Police Department parking lot in conjunction with the Kiwanis Club and the Newington Bicycle Shop. The Kiwanis Club handed out free helmets to the children and Newington

Bicycle performed free bike safety inspections. The children then rode through three different courses which emphasized balance and proper braking skills.

- On June 14th, CSO Webster participated in the Parks & Recreation Touch a Truck program attended by hundreds of children. The children were allowed to climb inside a police cruiser and each child received stickers and coloring books.
- CSO Webster also taught a safety course and provided an overview of emergency police procedures to approximately 50 P&R summer camp counselors. Topics such as dealing with suspicious persons, unruly persons, and emergency procedures were covered. He also taught approximately 20 P&R life guards a similar course at the Churchill Park pool. Emergency 911 procedures with simultaneous water rescues were discussed in addition to what life guards need to look for in regard to suspicious persons in public swim areas.
- Fifty-seven offenses were the subject of investigation by Detective Division personnel in June.
- On June 21, patrol officers received information that a wanted person was staying at a local motel on the Berlin Turnpike. When they made contact with the suspect, she walked back into the room and reached for an object the officers believed to be a knife. After several minutes of discussion, a Department Crisis Negotiator convinced her to put down the weapon and surrender.
- On June 24, patrol officers responded to a report of an armed home invasion at a residence on Eighth Street. The residents reported that three males, armed with handguns, entered the residence and “pistol whipped” one of the residents. The suspects went through the home, stealing cash and other items and fled before police arrived. The incident is currently under investigation.
- On June 26, a patrol officer observed a vehicle parked in the lot of a local motel on the Berlin Turnpike. As he approached the vehicle, he observed two males walking away. After further investigation, 290 bags of heroin and a small amount of marijuana were found inside the vehicle. Two individuals were arrested for narcotics related charges.
- On June 26, a patrol officer conducted an equipment related traffic stop on the Berlin Turnpike. The operator was found to be driving the vehicle with a suspended license. While conducting his investigation, the officer observed a narcotics packet on the floor of the vehicle. Another passenger in the vehicle was found to have five packets of heroin in his possession. The operator was charged with motor vehicle related charges, while the passenger was charged with narcotics related charges.

Patrol Calls June 2008

Alarm Burglary	134	F/Alarm	20	MVA Fatal	0
Alarm Hold-up	10	F/Hazmat	2	MVA Injury	13
Animal Complaint	36	Fingerprints	23	MVA Property	89
Assault IP	3	Fire/COOnoSymptoms	3	Neighbor Dispute	14
Assault Report	3	Fire/COSymptoms	0	Noise Complaint	39
Assist Other PD	33	Fire/Other	8	Notification	3
Bad Check NSF	4	Fire/Structure	10	Open Door/Window	3
Bike Found	0	Fire/Vehicle	2	Parking Violation	18
Bike Lost	0	Fire/Water	1	Property Found	12
BOLO	3	Fireworks Complaint	16	Property Lost	5
Breach of Peace IP	13	Follow-up Investigation	26	Recovered MV	0
Breach Of Peace Report	1	Gun Call	0	Robbery IP	1
Burglary IP	1	Harassment	26	Serve Subpoena	0
Burglary Report	6	Hazardous Condition	35	Serve Warrant	23
Car Seat Install	2	Illegal Dumping	3	Sexual Assault Report	0
Check the Welfare	82	Indecent Exposure	0	Shots Fired	2
Clear Lot	11	Intoxicated Person	16	Special Detail	54
Court Detail	21	Juvenile Complaint	50	Stolen MV	14
Criminal Mischief Graffiti	4	K9	3	Sudden Death	2
Criminal Mischief IP	1	K9 Other	1	Suicide	0
Criminal Mischief Report	17	Landlord/Tenant	1	Suicide Attempt	4
CSO Detail	0	Larceny from MV	28	Suspicious MV Occ	26
Customer Dispute IP	12	Larceny IP	13	Suspicious MV Unocc	6

Customer Dispute Rpt	2	Larceny Report	55	Suspicious Person	102
Directed Patrol	240	Lockout MV	1	Test Police	1
Dog Complaint	54	Lockout Residence	1	Threatening IP	2
Domestic IP	25	Medical	166	Threatening Report	1
Domestic Report	8	Missing Person	9	Town Ordinance Vio.	3
Drug Investigation	8	MV Assist	69	Traffic Stop	802
DUI	2	MV Complaint	58	Trespass IP	10
Emotionally Disturbed Person	5	MVA Abandoned	5	Trespass Report	1
Escort	29	MVA Evading	9	Total	2,682

UCR/NIBRS Selected Crimes

Preliminary May 2008

May 2007

Type of Crime	# of Offenses	Value of Theft	# of Offenses	Value of Theft
Murder	0		0	-0-
Forcible Rape	0		1	-0-
Robbery	3	\$469	2	\$500
Assault	12		9	-0-
Burglary	4	\$24,816	9	\$13,285
Larceny Theft	68	\$45,824	66	\$16,369
Auto Theft	3	\$36,600	4	\$15,800
Totals	90	\$107,709	91	\$45,954

- During the month of May, 94 adults were arrested: 4 for robbery, 13 for assaults, 2 for burglaries, 1 MV theft, 3 for forgery, 1 for vandalism, 6 for narcotic violations, 11 for DUI, 26 for larcenies, 2 for offenses against family and children, 1 for weapon violations, and 24 for miscellaneous offenses. 18 persons under the age of 18 were referred or arrested: 1 for robbery, 2 for assaults, 4 for larceny, 4 for vandalism, 5 for narcotics violations, 1 for liquor law violation, and 1 for miscellaneous violations.

FIRE DEPARTMENT

The Fire Department responded to 59 alarms/emergencies as follows:

	<u>June 2008</u>	<u>12 months Cum.</u>
Residential	20	212
Commercial, Industrial, Office	7	51
Hospital, School	3	15
Vehicle	1	32
Rescue, Police Assistance	0	10
Dumpster, Rubbish, Grass, Brush, Leaves	1	50
Hazardous Materials/Clean up	3	42
Investigative Alarm	22	250
False Alarm	0	0
Mutual Aid/Standby	2	15
Carbon Monoxide Investigation	0	32
Water Related Incidents/Pump-Outs	<u>0</u>	<u>0</u>
Total	59	709

Training Summary:

		Members	Hours
Officer Training	CREPC "Red" Plan Training – The Art of Reading Smoke	22	44
Outside Department Training	Haz/Mat I.Q. Training	4	32
Multi-Company Training	Mark I Training – AED Recert.	52	156
Firefighter Two Class		3	294
Target Safety – On Line Training –PPE Firefighter Safety		52	110
Total			1,044

FIRE MARSHAL

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

Inspections	37
Inspection Follow-Ups	66
Plan Review	8
Job Site Inspections	18
Underground Tank Removal	0
Fire Investigations	1
Fire Alarm Trouble	3
Complaints	3
Haz/Mat	0
Bomb Threats	0
Blasting	12

Incidents:

- 25 Whitewood Road – Lightning strike resulted in moderate damage to the home.
- 119 Howard Street – Moderate damage to home from illegal fireworks.

Blasting Permits:

- 240 Culver Street – June 3rd through July 3rd.
- 85 Reservoir Road – June 26th through July 26th.

Emergency Management:

- Fire Marshal Chris Schroeder attended the annual Department of Emergency Management and Homeland Security Hurricane Preparedness Conference in West Haven.
- Fire Marshal Schroeder and Deputy Fire Marshal Sherry Rusbarsky participated in a tabletop exercise with other Town departments to test the Town's Emergency Operations Center (EOP) and inter-agency communications.
- Fire Marshal Schroeder and Deputy Fire Marshal Rusbarsky attended the quarterly meeting of the Newington Local Emergency Planning Committee (LEPC) at Police Headquarters.

HIGHWAY DEPARTMENT

- The second phase of the Louis Street reconstruction project continued with the addition of several more catch basins and the grading/compacting of process stone. Binder course was then placed on the second portion of the road followed by a two inch finish course on the entire roadway. Crews continue with the process of installing curbing, driveway aprons and backfilling with topsoil
- In preparation of the milling and overlaying of various town roads, Highway crews swept roadways and adjusted manhole rings and utility shut off gates. The bid awarded contractor milled approximately 19,600 square yards of bituminous in preparation of the overlays; 3,707 tons of bituminous material were used for the resurfacing of the roads. Where necessary, driveway aprons and curbing were repaired to complete the resurfacing project.

- Traffic Division personnel continued with the scheduled replacement of street name signs to improve night visibility and reflectivity and also added permitted signs for speed limits.
- Crews also completed miscellaneous projects which consisted of repairing curbing damaged during winter snow plowing operations and patching potholes on various Town roads.
- The Sanitation Division scheduled 773 residential bulky items, 92 metal items and 122 condo bulk items for weekly pick up during the month of June for a total of 987 items. A landfill permit is not required to dispose of metal items at the landfill; only verification of residency is required.
- During the month of June, mechanics completed spring fire equipment services, outfitted one new police vehicle, and continued with regular fleet preventative maintenance. Emergency repairs and support of the road construction equipment were the primary focus performed throughout the month.

ENGINEERING DEPARTMENT

- During the month of June, the department issued 17 driveway reconstruction permits, 9 gas line service excavation permits and 7 excavation permits for sewer, water and sidewalk work to utilities and private contractors.
- The start of the Garfield Bridge reconstruction project on June 23 necessitated the closing to through traffic on Garfield Street. The rerouting of traffic and the temporary reassignment of employee and public parking has been functioning fairly well.
- The Reservoir Road Drainage Project commenced on June 18, 2008. This project is proceeding well within the timeline stipulated so that the construction activities will be completed by the start of the new school year.
- Anthony Ferraro, Town Engineer, attended the monthly Transportation Improvement Committee meeting sponsored by CRCOG. At this meeting it was noted that the Federal Highway Administration has eased the process by which future grants for pavement rehabilitation projects are administered. This new process eliminates some stringent requirements in the selection of consultants. The Town is currently pursuing such a project (Kelsey Street/Christian Lane Pavement Rehabilitation); however, since this project is already underway, it still needs to follow the process that existed at the time the grant was approved.

TOWN PLANNER

EPA Brownfield Grant Project

- Fieldwork and laboratory results of the Phase III Assessment for the National Welding property on 690 Cedar Street were completed. Two areas of significant soil contamination under the building's floor were identified. In one location, approximately 3,500 cubic yards of soil must be removed. A second larger area may be "capped" depending on the design of the project's redevelopment plan.
- The draft Request for Proposals (RFP) seeking private sector developers for the National Welding property was reviewed by the Town Plan and Zoning Commission (TPZ) at the June 11th and 25th meetings. It will also be forwarded to the Town Council in July for its review and recommendations.
- The owner of 21 Boulevard, the former Olsen Foundry, was contacted on June 5th and advised that the environmental assessments of this property document contaminated soil containing metals, petroleum and lead concentrations above Connecticut's Remediation Standards. The property owner has been requested to cooperate with the Town to clean up this site for reuse as a small neighborhood open space buffer.

Town Center – Commercial Facade Loan Project

- Work at 1052 Main Street was substantially completed during June with the replacement of new storefront windows and doorways, new awnings and signage.

Downtown Revitalization Committee – Municipal Parking Lot Project

- During June, the Town Council created the Downtown Revitalization Committee to oversee improvements to the municipal parking lot using a \$1 million grant award from the State Bond Commission. The committee held two meetings in June and has prepared a project schedule, statement of project objectives and preliminary cost estimates. One of the committee's first actions will be to host a public informational meeting in July to get property and business owner's ideas for improving the municipal parking lot area.

East Cedar Street – Berlin Turnpike Interchange Development Projects

- Ed Meehan and I met with three developers who are preparing potential large projects near East Cedar Street and the Berlin Turnpike interchange to discuss opportunities for working together to address traffic and safety concerns. In 2001, Newington and Wethersfield participated in the CRCOG Berlin Turnpike Corridor Study which resulted in a conceptual roadway improvement plan for the interchange area. We are recommending that these developers use this concept plan as a guide for roadway modifications that will be necessary to support their projects.

Town Plan and Zoning Commission (TPZ)

- June 25, the Commission approved two new business ventures in the Town Center. At 1096 Main Street, a Special Permit was issued to authorize beer and wine service for “Goldburgers,” currently known as Goldberg’s Deli. At 1052 Main Street (rear), Special Permits were approved for a small restaurant use with liquor service. This business is located along the interior of the municipal parking lot.
- On June 11 and June 25, the Commission continued to review the revised architecture and site plan for Three Angels Church at the corner of Pane Road and Church Street. One of the modifications being proposed is the exterior location of the building’s two air handling systems. This property is in a residential zone and the Commission is looking to the applicant to document that nearby residences will not be negatively impacted by excessive noise from these systems.
- Draft Accessory Apartment Zone Amendments have been prepared by the Town Planner and were discussed at the June 11 and 25 meetings. The proposed draft addresses comments received from the Town Attorney and Commission members.

Development Commission

- A steering committee has been established to try to create a Town Center Business Association to promote center businesses and sponsor community events.
- The Town Planner has prepared a business calling program protocol for Commission members to use when contacting local business owners. The focus of this effort will be business retention and collecting information to help a business expand in Newington.
- On June 5, the Town Planner convened several Town departments for a coordination meeting with the Chamber of Commerce Car Show Committee. T

BUILDING DEPARTMENT

- 13 permits were issued for new residential homes in June (138 Barkledge Drive, 142 Barkledge Drive, 269 Sterling Drive, 175 Sterling Drive, 281 Sterling Drive, 287 Sterling Drive, 130 Barkledge Drive, 124 Barkledge Drive, 7 Harlow Drive, 9 Harlow Drive, 3 Harlow Drive, 16 Bogart Lane, and 9 Adam Drive).
- Two permits were issued for the Town of Newington, an Electrical Permit for temporary wiring for the Extravaganza at Mill Pond and one for the Senior and Disabled Center for cabling.
- 11 Certificates of Occupancy issued in June, 10 were for residential single family homes (55 Barkledge Drive, 2 Harlow Drive, 21 Bogart Lane, 7 Bogart Lane, 67 Barkledge Drive, 61 Barkledge Drive, 16 Harlow Drive, 73 Barkledge Drive, 22 Bogart lane, and 79 Barkledge Drive) and one for commercial – Cavo’s Tavern (Greek Restaurant), 2414 Berlin Turnpike.

Building Inspectors completed a total of 557 inspections: Air Test (1), Boiler (1), CO (19), Code (12), Decks (5), Demo (2), Drains (7), Electrical (124), Final (2), Fireplace Insert (5), Fire Wall (1), Floor (3), Footings (17), Foundation (26), Framing (42), Gas Fireplace (1), Gas Line (8), Grout (1), Gypsum (16), Hood (6), Hot Water Heaters (5), Insulation (12), Ledger Board (1), Mechanical (51), Piers (14), Plumbing (53), Pool (9), Rebars (15), Roof (2), Rough (44), Sheathing (4), Sheds (1), Siding (1), Sill (2), Site Visit (10), Sprinkler (11), Stairs (4), Tank (5), Tent (2), Trench (3), Water Proof (7), Wood / Pellet Stove (2).

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

David Zwick	IBC Chapter 8 and NFPA 101 Chapter 10: Interior Finishes and Decorative Materials, 6/24/08
Art Hanke	IRC Chapter 11: Energy Efficiency Applications of the IRC, 6/23/08

Richard Smith	IRC Chapter 11: Energy Efficiency Applications of the IRC, 6/18/08 IBC Chapter 8 and NFPA 101 Chapter 10: Interior Finishes and Decorative Materials, 6/26/08
Pete Hobbs	The Residential Sprinkler Symposium, 6/13/08 Special Inspections, 6/19/08 IRC Chapter 11: Energy Efficiency Applications of the IRC, 6/25/08

Building/Renovation Permit Statistics

<u>Type of Permit</u>	<u>No. of Permits</u>	<u>Value of Permits</u>
Addition/Alterations	14	\$ 301,282
Deck	9	49,050
Demolition	4	541,300
Electrical	44	164,763
Fence	0	0
Fire Suppression/Sprinkler	4	54,550
Footing/Foundation	0	0
Fuel Tank	6	17,500
Garage/Shed	7	18,286
Mechanical	27	252,028
New Commercial	0	0
New Residential	13	2,861,884
Plumbing	29	66,155
Pool	5	11,630
Roofing/Siding	26	168,347
Sign	6	32,924
Tent	3	9,500
Trailer	<u>0</u>	<u>0</u>
Total	197	\$ 4,549,199

Permit Value Comparison for June

	<u>2008</u>	<u>2007</u>
Value of Permits Issued	\$4,549,199	\$6,423,905
Building Permit Fees Received	\$53,048	\$69,318
Other Income Fees	\$3,634	\$1,607
Building Permits Issued	197	238

Total Value of Permits and Permit Fees for FY

<u>2007-2008</u>		<u>2006-2007</u>	
Value	Permit Fee	Value	Permit Fee
\$58,294,112	\$668,732	\$63,940,791	\$724,028

HEALTH (CENTRAL CONNECTICUT HEALTH DISTRICT)

- Attended CCHD Environmental Staff meeting on June 2, 2008. Discussed the development of a Sanitarian Procedure Book, the process for Recall Notices / CCHD Fax Notification to District food service establishments, and the requirements for permitting Itinerant Food Vending Services and Temporary Food Service Establishments.
- Attended Emergency Preparedness seminar in Middletown on June 13, 2008. Reviewed strategies for planning and assisting those with disabilities as part of the emergency planning process.
- Assisted Environmental staff with: food service, pool and complaint inspections in district towns.
- Met with Newington Town Manager to discuss strategies and current enforcement actions to address "tall grass" complaints as outlined in the Newington Housing Code.

- Attended training session on what to look for and how to inspect a restaurant serving sushi.
- Attended a Soils Training Workshop sponsored by the Connecticut Department of Public Health. The training included how to identify various features in soil and how to determine suitability for a septic system.
- Attended a training session on Temporary Food Establishments sponsored by the Food and Drug Administration. Topics included plan review, equipment review, and local enforcement and compliance strategies.
- A new food service license was issued to Cavo's Tavern on the Berlin Turnpike in Newington. The restaurant specializes in Greek cuisine.
- Inspected the Town owned swimming pools and wading pools.

HUMAN SERVICES

- The Joint Committee on Community Safety, Youth-Adult Council, Human Rights Commission and Early Childhood Council all met during June.
- The annual Youth Service Bureau grant application was submitted to the State Department of Education.
- Director Ken Freidenberg completed 40 hours of crisis intervention training provided by the Connecticut Alliance to Benefit Law Enforcement. This is a collaboration of training partners that includes police and mental health professionals.
- The Social Casework Program had an active caseload of 88 with 23 new referrals. The rise in basic need expenses such as food, gas and utilities is significantly impacting residents with low and fixed incomes.
- Information and Referral, Food Bank, Clothing Closet, Energy Assistance and Special Need requests remained constant.
- With the help of volunteers, Coordinator Karen Futoma is organizing a back to school clothing drive that will occur during July.
- ICAN volunteers assisted six residents with household needs, shopping and yard work.
- Part-time Resident Services Coordinator Paula Pisano continues to provide services at all three complexes at the Housing Authority. She has nine active cases and handled information and consultation with 15 other tenants.
- The Youth and Family Counseling Program handled seven new referrals with an active caseload of 56. There were seven inactive cases. Staff and contractors provided 96 clinical therapy sessions and made 120 contacts with families and other agencies. Coordinator Christina Salvio reviewed write ups and closed 30 cases files.
- The Juvenile Review Board handled three cases during the month.
- Positive Youth Development programs involved 936 youth.
- The June ROPE cycle held class sessions and final challenges with 43 students at both middle schools. All sixth-graders have completed the first phase of the Rite of Passage.
- Martin Kellogg Middle School's "Community Building Day" was a success with Youth Worker Rik Huggard and four contract facilitators presenting challenge initiatives with all the fifth and sixth grade students.
- Department staff also presented grade appropriate challenge initiatives to students at the annual fourth-grade field days offered by PTO's or PTA's for each elementary school.
- The High School Adventure Club ended its yearly activities at the challenge course.
- The Summer Youth Adventure Program began on June 22 with most programs filled to capacity. A wide variety of activities are offered to youths entering 4th to 9th grade. Fourteen summer youth mentors were trained and will assist staff with the program.
- The Newington Outdoor Challenge Ropes Course was busy with groups (Southbridge Summer Program, Girl Scouts, Parks and Recreation summer staff, Wethersfield and Berlin Youth Services) contracting with the department.
- There were two youths involved in community service projects totaling 20 hours.

June 2008 Statistics

Selected Programs	FY 07-08 Undp. Total This Month	FY 07-08 Undp. Total Last Month	FY 07-08 Cum. Undp. Total YTD	FY 06-07 Cum. Undp. Total YTD
Youth and Family Counseling	56	65	183	196
Positive Youth Development	936	237	4,640	3,898
Youth Works (Job Bank)	5	3	57	63
Information and Referral	326	273	3,315	2,844
Social Casework Cases Under 55 = 52 Over 55 = 36	88	91	321	396
Food Bank Participants	83	106	1,045	967
Special Needs	27	19	227	242

SENIOR AND DISABLED CENTER

- The Center's new database, MySeniorCenter, was installed on June 18th and staff spent the day in training. This project, funded through a grant from the Hartford Foundation for Public Giving, includes issuing key tag cards to all participants.
- The Center's Information and Referral Center was officially opened on June 17th when Senator Paul Doyle, Council member Myra Cohen and Town Manager John Salomone cut the ribbon.
- Center staff worked with the Community Renewal Team nutrition staff to implement some corrective practices in the lunch program, mostly related to client registrations. Staff also assisted with the transition to a new Site Manager as former Site Manager Carol Arburr submitted her resignation.
- Both the Senior Club and AARP Chapter 697 held their annual close out banquets this month at the Chowder Pot. The clubs will recess for the summer.
- Center Director Dianne Stone attended the Annual Meeting of the Connecticut Association of Senior Center Personnel and was elected Vice-President. Ms. Stone previously served as the President for the term limit of three years.
- The Wii Bowling League is in full swing with bowlers playing every day. The bowlers with the highest average scores will be invited to represent Newington in the HealthNet statewide tournament later this summer.
- Newington Health Care's 6-week Creative Minds program featured a class in origami this month. A greeting card workshop was also held by Center staff members Karen Halpert and Eleanor Eichner.
- AARP Tax Aide volunteers spent a day at the Center helping individuals complete income tax returns to qualify for the Stimulus Payment. Persons who are not required to file but who have at least \$3,000 in qualifying income are eligible for this payment.
- A Lunch and Learn on "Communicating with Someone Who Has Memory Loss" sponsored by Newington Health Care Center was held on June 13th.
- Attorney Paul Czepiga presented a seminar on Advance Directives on June 19th.
- The third dental screening presented by the CCHD and funded through a grant from the North Central Area Agency on Aging was held on June 24th.
- Matt Catalano from Newington Health Care Center was the guest at Coffee Talk on June 27. He spoke about how the role of long term care facilities has changed.

Dial-A-Ride

Wellness Clinic

Senior Café

Trips	Miles	On-site	Off-site	Meals Served
1,255	4,029	156	14	Not available

PARKS AND RECREATION

- The National Trails Day event on June 11th culminated at Churchill Park with a cookout for about 20 participants. Two hikes were offered and the turnout was good.
- Recreation Supervisor Kristine Kravontka presented two sessions at the CRPA Camp College including Field Trips 101 and Emergency & Crisis Management for Summer Day Camps.
- 18 new summer Camp Counselors were hired. Registration for the summer playground has significantly increased from last year.
- The AARP/NRPA Walking Program is underway. Approximately 30 – 40 older adults participate in weekly group walks and workshops on a health and wellness related topics.
- The department is utilizing a full time intern from Southern Connecticut State University. Responsibilities include the Walking Program, Walking Trail Assessment and daily office administration.
- 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 3rd Annual Touch-A-Truck program was held in conjunction with the Lucy Robbins Welles Library Summer Reading Kickoff. The event was very well attended. Parks and Recreation partnered with the Newington/Wethersfield Woman's Club.
- The summer Thursday night concert series at Mill Pond Park started on June 26. The Dick Santi Orchestra did a benefit performance.
- Five new lifeguards were hired for the summer 2008 pool season. Lifeguard pre-season training was completed by almost 50 staff members.
- The Summer Music program currently has 80 students enrolled. The students are preparing for their concert at John Wallace Middle School.
- Newington Parks and Recreation continued its partnership with Camp Sunrise in Glastonbury sending 12 children with special needs from Newington to the summer camp.
- Final plans are underway for the Mill Pond Park Extravaganza Week July 14th - July 19th

Parks and Grounds

- Preparations of the soft surface tennis courts were completed in the first days of June to permit tournament play on the weekend.
- Mill Pond pool and Churchill Park pool opened for public use as scheduled.
- Division crews prepared the soccer fields for the Town Soccer Wrap-up Tournament at midmonth.
- Contracted forces removed 12 street or Town facilities trees and performed several days of pruning of large dead limbs.
- Division Groundskeepers distributed 85 cubic yards of mulch around the Town Hall and flower beds throughout town.
- The pruning and site cleanup program began at Town buildings and greens.
- There were 10 burials in Town cemeteries in June.

LIBRARY

- The 2008 Summer Reading Kick-off event attracted 1,500 people. Children were treated to crafts and other activities, a bouncer, and other treats. Teens had their own activities. The Community Room was transformed into a Reader's Advisory heaven, with new books, new reading suggestion bookmarks, and the ever-popular basket raffle as adults had their own kick-off event. By the end of the month, 400 adults, 340 children, and almost 100 teens had begun to participate.
- Children's staff conducted 25 programs for 4,760 children and their caregivers, including visits to all Newington elementary school classrooms to promote summer activities at the Library.
- The Children's Mystery Dinner Theatre drew almost 150 people for two shows at the end of the month.
- Letterboxing, a popular new hobby, a new Chess Club, and other regularly scheduled story-based programs rounded out the month in the Children's Department.

- Nine programs were held for a combined audience of 379 adults and teens. Highlights included the kick-off events for both adult and teen summer reading programs. *Bees are Bugs, Too* with Stuart Waronecki from Stonewall Apiary and book discussion groups rounded out the month.
- Topics of note that were researched this month included:
 - Chinese language materials for a pre-schooler.
 - How to become a justice of the peace.
 - Periodontal disease - causes and treatment.
 - Meaning of the folds in a flag.
 - Varieties of German sausages.
- 6,351 reference questions were answered, a 16% increase over last year. Both the History and Science Reference Center online databases were used nearly 1,000 times each.
- Circulation of library materials was 34,127; 1,433 items were added to the collection, and 434 items were mended by volunteers who logged in 137 hours.
- Work done on the Library website included highlighting upcoming programs and events. The website continues to be one of the most popular ways Newington patrons use the library as 9,317 hits were logged on for June, a 56% increase from that of last year.
- The Friends of the Library were preparing for the annual bus trip to Tanglewood on July 12th.
- Newington resident and Friends' board member Anita Wilson was recognized for her four years as President of the CT Friends of Libraries group. Newington Friends' member and past President Patty Foley was honored as the state's Friend of the Year. The Friends also hosted a Best Friends reception before their Annual Meeting, at which author Patricia Kliendeinst spoke about her book, *The Earth Knows my Name*.
- The Library was closed on Saturday, June 28, for a planned power outage for repair work.
- Staff worked to prepare patrons for the planned closing of part of Garfield Street. Flyers were sent in overdue and hold notice envelopes, and the website gave pertinent information regarding how to find the Library during the summer.