



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: October 22, 2008
Re: Monthly Report – September 2008

GENERAL ADMINISTRATION

During the month, the Town Manager focused on a number of personnel matters, including interviews of candidates for the positions of Assessment Technician II and Recreation Supervisor. Other items of interest included:

- Attending the Mid-State Collaborative meeting in Rocky Hill.
- Conducting Step 3 grievance hearings on various issues with AFSCME Local 2930.
- Attending the CIRMA award ceremony at which the Town of Newington was recognized.
- Participating in the Town Council Naming Committee, CIP Committee, Employee Insurance and Pension Benefits Committee, Downtown Revitalization Committee, Town Hall Heating System Replacement PBC and Charter Revision Committee meetings.
- Along with the Mayor, speaking to the American Government classes from Newington High School regarding local government.
- Attending the CRCOG Policy Board meeting.
- Holding meetings regarding the Police retirees' health benefits and Administrative Group disability benefits.

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

HIGHWAY DEPARTMENT	Overtime Hours	Cost
Vehicles and Equipment	102.80	\$ 3,574.54
Weekend Stand-by and Call-in	16.00	584.60
Road Maintenance	16.00	835.68
Landfill	37.60	1,485.28
Traffic Division	<u>11.00</u>	<u>443.63</u>
Total	183.40	\$ 6,923.73
PARKS AND GROUNDS DIVISION		
Weekend Duty	34.00	\$ 1,442.96
Cemetery	22.50	843.98
Herbicide Application	32.00	1,329.92
Cemetery Herbicide Application	18.00	695.34
Football Preparation	8.00	291.04
Gym Floor Refinishing	<u>24.00</u>	<u>873.12</u>
Total	138.50	\$ 5,476.36

POLICE DEPARTMENT	2008-09 Budget Overtime Appr.	Overtime Expended Fiscal Year to Date
Administration	\$ 4,311.00	\$ 215.53
Patrol	600,000.00	174,229.38
Investigation	76,637.00	14,383.06
Communication	108,429.00	27,843.46
Education/Training	88,337.00	19,090.12
Support Services	38,137.00	7,882.06
Animal Control	12,070.00	1,462.07
Total	\$927,921.00	\$245,105.68
HIGHWAY DEPARTMENT		
Highway Operations	\$ 28,109.00	\$ 3,867.33
Snow and Ice Control	132,349.00	0
Traffic	8,345.00	1,386.52
Vehicles and Equipment	28,185.00	10,156.24
Leaf Collection	55,000.00	0
Total	\$251,988.00	\$ 15,410.09
PARKS AND GROUNDS		
Parks and Grounds	\$130,547.00	\$ 31,675.35
Cemeteries	14,893.00	4,454.37
Total	\$145,440.00	\$ 36,129.72

PERSONNEL

- Douglas Jourdan was appointed Building Official for the Town of Newington and began his duties on September 22. Mr. Jourdan previously served as Building Official for the Town of Tolland.
- Two Recreation Supervisor positions were filled with the appointment of Karen Gallicchio and Sharon Glasson. Ms. Gallicchio previously served as Administrative Secretary I for the Parks and Recreation Department and Ms. Glasson worked for the Town of Mansfield.
- The position of Superintendent of Parks and Recreation was advertised with a closing date of October 17.
- The Administrative Secretary position in Parks and Recreation was posted for internal bidding with a closing date of October 8.
- The Facilities Maintainer position was readvertised with a closing date of October 3.
- An oral panel was convened in September to interview applicants for the position of Assessment Technician II. GIS Coordinator Gregg Breton was subsequently offered the position effective October 14.
- A Groundskeeper I position was advertised with a closing date of September 19.
- Part-time Revenue Clerk Stacey Emmanuel was appointed Assistant Revenue Collector to replace Kathy Blais who retired on September 26. The part-time position was subsequently advertised with a closing date of October 3.
- Several part-time positions were filled at the Library.

RISK MANAGEMENT

- The second month of the 2008-2009 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 \$718,448 per month; the initial number for August 2008 came in at \$991,685.

Cumulative Claims through August 2008

	Town	Board of Education	Total
Estimated Claims	\$343,200	\$1,093,696	\$1,436,896
Actual Claims	\$294,003	\$1,434,127	\$1,728,130

FACILITIES MANAGEMENT

- The installation of the new boilers in the Town Hall was well under way with completion of the project scheduled for November. A delay in the shipment of the boiler breeching pushed the startup schedule back from October 15th to the week of October 20th. All other equipment and parts are on schedule for installation as planned.
- Fall roof maintenance was underway with any recurrent leaks being addressed along with gutter cleanings, etc.
- The Facilities group completed 32 formal work orders during the month of September in addition to scheduled maintenance and project work assignments. A majority of work was completed during the renovations of the Town Manager's office suite.
- Carpet installations at the Senior and Disabled Center were completed as scheduled and additional areas are being reviewed for replacement due to the savings realized during the initial installations.

INFORMATION SYSTEMS AND TECHNOLOGY

- The Town's Service Center logged 44 requests for service via the Internet.
- 11,015 unsolicited SPAM email messages and 70 viruses were blocked from being delivered.
- Completed 87 internal work orders.
- The Town's website had approximately 19,389 visits during the month (59,891 page views with an average of 3.09 pages viewed per visit). The Town Home Page, Lucy Robbins Welles Library, Town employment opportunities and the Assessor's Office were the most frequently visited.
- Paul G. Boutot, Director of Information Systems and Technology, attended the QScend Users Group Conference in Providence, Rhode Island.
- Scott Hoagland, Information Systems Specialist, worked with the Police Department's Computer Aided Dispatch vendor, IPC, on the deployment of a new server.
- Worked on the creation of the Police Department's new base computer image.
- Roy Zartarian, Information Systems Specialist, worked on internal documentation for Town telephone systems.

FINANCE

Accounting and Administration

- In preparation of the September 15th Employee Insurance and Pension Benefits Committee meeting, an evaluation instrument was developed to assist with the review of the Pension Investment Advisor Services proposals.
- Work continued on the 2007-08 audit which is expected to be completed by early December.
- 2007-08 audit activities continued with 2007-08 fiscal year transactions reviewed and processed.
- On September 15th, the Capital Improvement Plan (CIP) Committee met to discuss the status of the 2008-09 road projects.
- On September 25, Finance Director Ann Harter attended the Charter Revision Commission meeting.
- Instructions for the Capital Improvements Plan 2009-10 to 2013-2014 were furnished to departments.
- The 2007-08 Health Benefits Fund settlement was completed with the Board of Education receiving a credit of \$645,682 and the Town receiving \$607,249.
- There were no major grants received during the month.

The Town received the following interest rates on investments. This list includes outstanding investments that are under the control of the Finance Department and include the General Fund and other Town Funds. Due to the adverse economic environment and turbulent financial market, investments were moved from institutions with higher yields to those with safer instruments. As background information, the deposit of public funds is controlled by the Connecticut General Statutes Section 7-402. The Town's deposits are only made to qualified public depositories as defined by Statute. Banks are required to have public deposits collateralized based on a risk-based capital ratio. The State of Connecticut's Short Term Investment Fund (STIF) notified towns that the portfolio is highly liquid with more than double the amount of municipal deposits in overnight investments. CLASS and FIT are pooled custodial arrangements allowed by CGS 7-400. Their portfolios are highly rated and are limited to obligations of the U.S. and its agencies and repurchase agreements fully collateralized by such obligations.

INVESTMENTS, BY ACCOUNTING TYPE

(Unaudited)
9/30/2008

	<u>Interest Earnings</u>		<u>\$ Invested</u>
	<u>Budget FY</u>	<u>Actual</u>	
	<u>2008-09</u>	<u>Year to Date</u>	
General Fund	\$900,000	\$229,140	\$40,921,092
Special Revenue Funds	53,000	12,462	2,365,666
Capital Projects Funds	6,100	2,794	737,199
Internal Service Fund	100,00	23,214	4,353,322
Trust and Agency Funds	38,000	7,432	<u>1,391,403</u>
TOTAL, ESTIMATED BY FUND			\$49,768,682

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)
9/30/2008

	<u>Interest %</u>		<u>Interest \$</u>		<u>\$ Invested</u>
	<u>Current</u>	<u>Last</u>	<u>Current</u>	<u>Last</u>	
	<u>Month</u>	<u>Month</u>	<u>Month</u>	<u>Month</u>	
STIF	2.27	2.33	67,955	73,144	\$29,275,208
CLASS PLUS	1.99	2.02	10,898	13,130	13,563,987
Financial Investor Trust	2.12	2.05	6,427	6,984	3,852,372
Bank North	1.86	1.86	3,682	3,798	2,431,843
Sovereign Bank MM	2.84	2.37	6,260	12,281	<u>645,272</u>
Total Outstanding Investments					\$49,768,682

Rates reflect avg. monthly yield, annualized

Assessor

- Real estate deeds were read and entered in the computer assisted mass appraisal system through the end of September.
- Ten real estate properties that were issued Certificates of Occupancy were inspected and assessed. Pro-rated assessments were completed on new construction and given to the Revenue Collector for additional tax billing.
- Personal property declarations were mailed to 1,400 businesses. The declarations will be returned during the month of October. Inspections of some businesses were completed and others will be done in October.

Revenue Collector

- September experienced an increase in delinquent accounts in comparison to prior years. Therefore, Personal Property demand notices were mailed and Uniform Commercial Code (UCC) liens were filed with the Secretary of State.

PURCHASING

RFP NO. 1, 2008-09, PENSION INVESTMENT ADVISOR SERVICES

Opening Date: August 20, 2008

Respondents

UBS Financial Services, Princeton, NJ
Punter Southall, Framingham, MA
Fiduciary Investment Advisors, Windsor
Bank of America, Charlotte, NC

Hooker and Holcombe Investment Advisors, West Hartford
 The Bivona and Goldberg, Yolles & Lepore Consulting Group of Wachovia Securities, Hartford
 The Beirne Group, New Haven

The proposals are under review by the Employee Insurance and Pension Benefits Committee with a recommendation expected in October.

RFP NO. 2, 2008-09, MUNICIPAL PARKING LOT IMPROVEMENT PROJECT CONSULTING SERVICES

Opening Date: September 8, 2008

Respondents

Cardinal Engineering Associates, Inc., Meriden
 Close, Jensen and Miller, Wethersfield
 Maguire Group, Inc., New Britain
 Fuss & O'Neill, Manchester
 Anchor Engineering Services, Inc., Glastonbury
 Milone & MacBroom, Cheshire
 BL Companies, Meriden
 BETA Group, Inc., Rocky Hill
 Juliano Associates, Inc., Wallingford
 BSC Group, Glastonbury

Three firms were selected to be interviewed in September with a recommendation to and action by the Town Council expected in October.

RFP NO. 3, 2008-09, COMPREHENSIVE TOWN WIDE DRAINAGE ANALYSIS

Opening Date: October 21, 2008

BID NO. 3, 2008-09, HIGHWAY TRUCK

Bidder	Location	Base Bid	Snow Fighting Equipment	Snow Plow
Truck Builders of CT	Terryville		\$68,940* \$53,980**	\$7,600
Freightliner of Hartford	E. Hartford	\$76,064	\$58,942	\$5,600
Freightliner of Hartford (alt.)	E. Hartford	\$76,064	\$67,725	\$4,559
Gabrielli Truck Sales	Milford	\$76,955	\$67,725	\$4,459

*With calcium system and Dickey John ground speed control system.

**With Dickey John load sensing system and without calcium system.

The bids are under review

TOWN CLERK

- The office is seeing a decrease in land record activity; revenue is down about 23% over last September. There were 501 documents filed on the land records during the month. \$52,802.01 was collected in State conveyance tax and \$26,401 was collected in Town conveyance tax. Twelve residential properties each sold for over \$300,000.
- 152 mortgages and 178 releases were recorded; 73 deeds and 31 liens were filed. The office certified 60 copies of vital records. 10 burial permits and 5 cremation permits were issued. 6 Trade Names were catalogued.
- Town Clerk Tanya Lane attended the annual Election Conference in September sponsored by the Secretary of the State. Discussions and seminars primarily focused on absentee ballot voting and Presidential ballots.

DATA SUMMARY-SEPTEMBER 2008				
	<u>September 2008</u>	<u>September 2007</u>	<u>FY 2008-09 to Date</u>	<u>FY 2007-08 to Date</u>
Land Record Documents	501	576	1,612	1,818
Dog Licenses Sold	71	31	391	397
Game Licenses Sold	37	45	323	384
Vital Statistics				
Marriages	24	33	66	81
Civil Unions	0	3	1	4
Death Certificates	28	32	65	75
Birth Certificates	16	19	62	43
Total General Fund Revenue	\$ 41,311.96	\$ 54,919.00	\$ 133,177.25	\$ 178,340.79
Town Document Preservation	\$ 908.00	\$ 1,083.00	\$ 2,964.00	\$ 3,393.00
State Document Preservation	\$ 908.00	\$ 1,084.00	\$ 2,964.00	\$ 3,402.00
State Treasurer (\$26 fee)	\$ 11,804.00	\$ 14,066.00	\$ 38,532.00	\$ 43,992.00
Locip	\$ 1,362.00	\$ 1,623.00	\$ 4,446.00	\$ 5,076.00
State Game Licenses	\$ 376.50	\$ 562.00	\$ 5,566.00	\$ 7,249.50
State Dog Licenses	\$ 252.00	\$ 222.00	\$ 2,283.50	\$ 2,632.00
Dog Licenses Surcharge	\$ 90.00	\$ 76.00	\$ 834.00	\$ 956.00
Marriage & CU Surcharge	\$ 304.00	\$ 475.00	\$ 931.00	\$ 1,159.00
Grand Total	\$ 57,316.46	\$ 74,110.00	\$ 191,697.75	\$ 246,200.29

POLICE DEPARTMENT

- The Driving under the Influence Enforcement Grant with the Department of Transportation was completed on August 29th. As a result of these enforcements, there were 6 DUI arrests, 3 drug related arrests, 48 other motor vehicle arrests, and 65 warnings. The total cost for this extra enforcement was \$12,097.21. The Department of Transportation grant covered 75% of the costs (\$9,072.91) and the Town was responsible for \$3,024.30 of the costs.
- The Hazardous Enforcement Moving Violations Grant with the Department of Transportation was completed on September 5th. As a result of these enforcements, there were 4 DUI arrests, 86 seatbelt arrests, 54 red light violation arrests, 156 cell phone usage arrests, 173 speeding arrests, and 259 other arrests. The total cost for this extra enforcement was \$32,254.97. The Department of Transportation grant covered 75% of the costs (\$24,191.22) and the Town was responsible for \$8,063.75 of the costs.
- The Community Services Unit deployed Stealth Stat Units on several streets in September. The Stealth Stat is a state of the art speed measurement system which consists of a radar unit, battery system and computer. Also, the speed traffic trailer was posted on Walsh Avenue and new "Laser in Use" signs were made and were temporarily posted on Walsh Avenue and Church Street.
- In September, a tour of the Police Department was given to a 10th grade NHS American Government class. The students were shown the fuming chamber and how it detects latent fingerprints, were allowed to use the Laser Units and were taught how Laser works and concluded with an explanation of the Taser defense weapon and a demonstration of the Taser on a target.
- On September 17, 2008 CSO Michael Webster spoke at the Newington Rotary Club about the laws and regulations regarding mopeds and scooters. He also updated the Club on the progress of the Step Up! Program and fielded general questions regarding quality of life issues in Newington.
- CSO Webster attended a luncheon at the Newington Congregational Church at the invitation of the Women's Fellowship Group. He provided a crime prevention seminar that concentrated on the areas of illegal mail lotteries, financial scams and burglars posing as door to door solicitors.
- Seventy-eight offenses were the subject of investigation by Detective Division personnel in September.
- Patrol calls this month included:

- A minor hiding inside his room dialed 911 to report intruders. Officers responding to the scene observed individuals running from the area and were able to pursue and detain three of the suspects.
- A reported purse snatching. A suspect approached a women speaking on a cell phone and forcibly stole her purse. The suspect was subdued by a citizen and held for police. He was arrested on robbery and larceny related charges.
- A “Smash and Grab” burglary. Officers discovered the front glass of a business smashed. It appeared the suspect(s) entered and stole merchandise including cigarettes and fled prior to police arrival. The incident is currently under investigation.
- An indecent exposure. Officers responded to the area of Willard Avenue and Pebble Court on a reported indecent exposure. A suspect exposed himself to several minor children in the area and continued walking on Willard Avenue. He was located and arrested and held on Public Indecency, Breach of Peace and Risk of Injury to Minor charges. He was also wanted on two other unrelated arrest warrants.
- Robbery at a local motel. Officers responded to a reported robbery at a motel on the Berlin Turnpike. An individual reported that he had been beaten and robbed by two male suspects. Through investigation, the two suspects were located and identified along with a female subject. Officers uncovered information that the female subject was a minor who was being prostituted by the two robbery subjects. All four subjects were arrested and charged according to the crimes they committed, which varied from robbery, to prostitution, narcotics and larceny violations.

Patrol Calls – September

Alarm Burglary	115	F/Alarm	31	MVA Fatal	0
Alarm Hold-up	8	F/Hazmat	3	MVA Injury	16
Animal Complaint	28	Fingerprints	28	MVA Property	96
Arson	0	Fire/COnoSymptoms	3	Neighbor Dispute	6
Assault IP	4	Fire/COSymptoms	0	Noise Complaint	27
Assault Report	5	Fire/Other	15	Notification	4
Assist Other PD	28	Fire/Structure	9	Open Door/Window	5
Bad Check NSF	0	Fire/Vehicle	4	Parking Violation	14
Bike Found	0	Fire/Water	3	Property Found	3
Bike Lost	0	Fireworks Complaint	0	Property Lost	5
BOLO	2	Follow-up Investigation	47	Recovered MV	1
Breach of Peace IP	10	Gun Call	1	Robbery IP	1
Breach Of Peace Report	3	Harassment	24	Robbery Report	2
Burglary IP	5	Hazardous Condition	35	Serve Subpoena	4
Burglary Report	9	Illegal Dumping	3	Serve Warrant	30
Car Seat Install	3	Indecent Exposure	2	Sexual Assault Report	1
Check the Welfare	84	Intoxicated Person	14	Shots Fired	1
Clear Lot	6	Juvenile Complaint	28	Special Detail	69
Court Detail	18	K9	1	Stolen MV	14
Criminal Mischief Graffiti	2	K9 Other	0	Sudden Death	1
Criminal Mischief IP	3	Landlord/Tenant	1	Suicide	0
Criminal Mischief Rpt	20	Larceny from MV	14	Suicide Attempt	3
CSO Detail	3	Larceny IP	10	Suspicious MV Occ	11
Customer Dispute IP	9	Larceny Report	50	Suspicious MV Unocc	3
Customer Dispute Rpt	7	Liquor	0	Suspicious Person	123
Directed Patrol	112	Lockout MV	2	Test Police	4
Dog Complaint	43	Lockout Residence	1	Threatening IP	0
Domestic IP	38	Medical	172	Threatening Report	3
Domestic Report	8	Missing Person	14	Town Ordinance Violation	2
Drug Investigation	1	MV Assist	53	Traffic Stop	543

DUI	5	MV Complaint	44	Trespass IP	7
Emotionally Disturbed Person	9	MVA Abandoned	7	Trespass Report	1
Escort	36	MVA Evading	17	TOTALS	2,260

UCR/NIBRS Selected Crimes

August 2008

August 2007

Type of Crime	# of Offenses	Value of Crime	# of Offenses	Value of Crime
Murder	0	-0-	0	-0-
Forcible Rape	0	-0-	1	-0-
Robbery	2	\$389	2	\$681
Assault	9	-0-	25	-0-
Burglary	9	\$24,834	18	\$66,868
Larceny Theft	58	\$88,565	88	\$55,294
Auto Theft	5	\$26,095	7	\$73,994
Totals	83	\$139,883	141	\$196,837

- During the month of August 2008 78 adults were arrested: 1 for robbery, 11 for assaults, 3 for burglary, 4 for forgery and fraud, 1 for weapon violations, 11 for larceny, 8 for narcotic violations, 3 for offenses against family & children, 24 for DUI, 2 for vandalism, and 10 for other miscellaneous offenses. Also arrested or referred were 9 persons under the age of 18 for criminal acts: 1 for assault, 2 for burglary, 4 for larcenies, and 2 for other violations.

FIRE DEPARTMENT

The Fire Department responded to 88 alarms/emergencies as follows:

	<u>September 2008</u>	<u>3 months Cum.</u>
Residential	35	67
Commercial, Industrial, Office	8	18
Hospital, School	2	3
Vehicle	3	5
Rescue, Police Assistance	2	3
Dumpster, Rubbish, Grass, Brush, Leaves	2	7
Hazardous Materials/Clean up	4	8
Investigative Alarm	32	86
False Alarm	0	0
Mutual Aid/Standby	0	1
Carbon Monoxide Investigation	0	0
Water Related Incidents/Pump-Outs	0	0
Total	88	198

Training Summary:

		Members	Hours
Officer Training		27	81
Driver Training		6	60
Multi-Company Training	New Drag Straps & R.I.T.	39	117
Pump Training		6	18
Hazardous Materials	Liquids	3	24
IS 100		4	16
IS 200		4	16
IS 700		4	16
Total			348

FIRE MARSHAL

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

Inspections	24
Inspection Follow-Ups	38
Plan Review	15
Job Site Inspections	16
Underground Tank Removal	0
Fire Investigations	0
Fire Alarm Trouble	1
Complaints	6
Haz/Mat	0
Bomb Threats	0
Blasting	2

Incidents:

- A broken lab thermometer in a science classroom at Martin Kellogg Middle School resulted in the evacuation of the building and medical evaluation of the students in the science class. The room was isolated and a clean-up contractor was hired to remove the hazardous substance.

Training:

- Fire Marshal Chris Schroeder along with Highway Department and Engineering staff attended a training session sponsored by the Department of Emergency Management and Homeland Security to review Damage Assessment and Debris Removal Procedures following significant weather events.

HIGHWAY DEPARTMENT

- The Hall Court reconstruction was completed.
- Highway personnel continued assisting with the construction of the salt storage building by excavating for the foundation. A bid awarded contractor completed the foundation installation.
- Crews completed miscellaneous projects which consisted of patching potholes on various Town roads; repairing catch basins and cleaning basins as needed.
- Town crews assisted a bid awarded contractor with brush grinding at the landfill. Equipment Operators transfer brush within reach of the grinder, then stockpile wood chips for removal.
- Traffic Division personnel continued with the line painting of various roads in Town along with the scheduled replacement of street name signs to improve night visibility and reflectivity.
- The Sanitation Division scheduled 573 residential bulky items, 28 metal items and 92 condo bulk items for weekly pick up during the month for a total of 693 items. A landfill permit is not required to dispose of metal items at the landfill; only verification of residency is required.
- Litter cleanup and graffiti removal continued throughout the month.
- During the month of September mechanics started with the preparation and maintenance of leaf collection equipment. Mechanics are continuing the completion of services of the trucks used for the leaf program, repainting of leaf boxes, Fire Department apparatus fall service, and continued preventative maintenance and emergency repairs to all Town vehicles and equipment.

ENGINEERING DEPARTMENT

- During the month of September, the Department issued 8 driveway reconstruction permits, 5 gas line service excavation permits and 5 excavation permits for utilities and private contractors.
- The Reservoir Road Drainage project was completed in its entirety, including the punch list items that were outstanding from August.
- The Garfield Street Bridge was completed and opened to traffic on September 8, 2008. All punch list items have been completed.

- Anthony Ferraro, Town Engineer, attended the monthly CROCOG Transportation Committee meeting. One item of interest discussed at the meeting is a policy to maintain Bus Shelters. A “Regional Bus Shelter Program” is in its initial draft stage. This program is set up to allow municipalities to opt in or opt out of this program. By opting in, a municipality agrees to turn over responsibility for installation and maintenance of its bus shelters to CT Transit. This will also authorize advertising on bus shelters within the town. Once the program is finalized, towns will need to decide whether to participate.

TOWN PLANNER

- Downtown Revitalization Committee: On September 8th ten consulting firms submitted proposals for design and engineering services for improvements to the 4.5 acre Municipal Parking Lot. The Town Engineer, Town Planner and Director of Administrative Services reviewed each proposal and selected a short list of three firms for Committee interviews. These firms made their presentations to the Committee on September 22nd. After a thorough review of each proposal the Committee unanimously agreed to recommend to the Town Council the BL Companies as project consultant.
- Brownfields Project – 690 Cedar Street – National Welding: On September 12th the Town Attorney’s office completed the foreclosure of the National Welding property at 690 Cedar Street. Control of this property by the Town is necessary to apply for Federal EPA Cleanup Grant funds and will enable coordination with adjacent property owners in pursuing shared driveway access to Fenn Road.
- Phase III STEAP Grant Project: Façade Rehabilitation Loan documents were finalized and submitted to the Town Attorney and owner of 1050 Main Street, Motta Investments LLC, for closing on the \$72,000 mortgage that is being funded by our Phase III STEAP Grant.
- Cedar-Fenn Intersection Development Project Hartford-New Britain Busway: Town Planner Ed Meehan has been meeting with the developer of the six acre vacant parcel at the Cedar-Fenn intersection to discuss coordination with the Town to gain shared driveway access onto Fenn Road for the busway station and future private redevelopment of the National Welding parcel. Traffic volumes on Fenn Road negatively impact left turns from these properties; the installation of a new traffic signal midway between the Cedar-Fenn traffic signal and the signal controlling Stop & Shop driveway will facilitate safe left turning vehicles.
- Town Plan and Zoning Commission:
 - On September 10th the TPZ adopted new Flood Insurance zone amendments and new Flood Rate Maps for Newington. These new amendments continue to maintain the Town’s compliance with the Federal Emergency Management Administration minimum standards and enable property owners to purchase subsidized flood insurance.
 - The Commission also adopted amendments that permit the Zoning Enforcement Officer to issue temporary permits for handicapped access ramps in residential zones when yard set back standards are not met. This regulation will help households that need to have accessibility for a family member because of medical reasons.

BUILDING DEPARTMENT

- Eight permits were issued for new single family homes in September (151 Barkledge Drive, 157 Barkledge Drive, 163 Barkledge Drive, 242 Sterling Drive, 293 Sterling Drive, 299 Sterling Drive, 305 Sterling Drive, and 311 Sterling Drive)
- Permits issued for the Town of Newington were:
 - Electrical Permit to wire for additions for field house at the Newington High School, 605 Willard Avenue.
 - Footing / Foundation Permit for form and concrete foundation for the salt shed at the Newington Highway Garage, 281 Milk Lane.
 - Mechanical Permit to install a new steam boiler system for the Town Hall, 131 Cedar Street.
 - A Sign Permit to remove loose brick 4 courses down and rebuild the sign for the Newington Volunteer Ambulance Corps, 71 John Stewart Drive.
- Nine Certificates of Occupancy were issued in September, eight for residential single family homes (127 Barkledge Drive, 6 Bogart Lane, 12 Harlow Drive, 118 Barkledge Drive, 133 Barkledge Drive, 139 Barkledge Drive, 112 Barkledge Drive, and 145 Barkledge Drive) and one for commercial (171 Pascone Place – Mag & Son Clothing & Uniforms).
- Building Inspectors completed a total of 494 inspections: boiler (3), Car vs. Building (2), CO (26), Code (12), Decks (4), Demo (2), Door (1), Drains (8), Electrical (119), Firewall (5), Floor (1), Footings

(36), Foundation (10), Framing (26), Gas Fireplace (5), Gas Line (19), Gypsum (2), Hood (3), Insulation (12), Mechanical (51), Piers (5), Plumbing (55), Pool (5), Rebars (6), Roofing (2), Rough (38), Site Visit (15), Sprinkler (5), Tank (4), Water Proof (2), Window (1), Wood / Pellet Stove (9).

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

David Zwick	Green Globes and the Building Official / Green Globes Building Initiative, 9/24/08 Standpipe Systems and Fire Pumps and Fire Pump Testing, 9/25/08
Art Hanke	Green Globes and the Building Official / Green Globes Building Initiative, 9/10/08
Richard Smith	Green Globes and the Building Official / Green Globes Building Initiative, 9/3/08 Standpipe Systems and Fire Pumps and Fire Pump Testing, 9/18/08

Building/Renovation Permit Statistics

Type of Permit	No. of Permits	Value of Permits
Addition/Alterations	23	\$1,138,154
Deck	3	14,200
Demolition	1	12,000
Electrical	46	618,250
Fence	0	0
Fire Suppression/Sprinkler	4	350,700
Footing/Foundation	2	51,000
Fuel Tank	4	527,850
Garage/Shed	3	7,280
Mechanical	42	878,775
New Commercial	0	0
New Residential	8	2,032,000
Plumbing	30	346,455
Pool	3	36,100
Roofing/Siding	23	131,060
Sign	6	10,940
Tent	1	2,900
Trailer	0	0
Total	199	\$6,157,664

Permit Value Comparison for September:

	2008	2007
Value of Permits Issued	\$6,157,664	\$2,365,664
Building Permit Fees Received	\$66,879	\$31,439
Other Income Fees	\$1,777	\$1,776
Building Permits Issued	199	160

Total Value of Permits and Permit Fees:

2008-2009		2007-2008	
Value	Permit Fee	Value	Permit Fee
\$23,637,832	\$251,393	\$9,922,629	\$114,424

HEALTH (CENTRAL CONNECTICUT HEALTH DISTRICT)

- Conducted plan reviews for two new restaurants opening in Newington. Sushi California will be located near Stop and Shop on Fenn Road and will specialize in Sushi. The Hidden Vine will be located in the rear of Market Square and offer wine tastings and various wraps and sandwiches.
- Attended Newington "Green Team" meeting on September 3, 2008 to discuss strategies to address property maintenance issues in Newington to include blighted structures.

- Investigated report of a mercury spill in area school. Worked closely with the DEP, Town officials, and the Board of Education to address and to resolve the issue.

HUMAN SERVICES

- The difficult economy with the rising cost of heating, other basic needs and their impact on low-income residents, people with disabilities and seniors continued to be a concern. Staff received many calls regarding energy assistance as a result of funds allocated by the State Legislature.
- The Youth-Adult Council received three proposals for the substance abuse prevention mini-grant and will welcome new members recently appointed by the Mayor.
- The Early Childhood Council met and is collaborating with the schools to offer several educational programs for parents and day care providers. A brochure is available at Human Services, the Library, day care facilities, Parks & Recreation and at the schools.
- The Human Rights Commission participated at the WaterFall Festival offering diversity awareness activities with 80 children. The Commission is also holding a food and toiletry drive with support from businesses at the Town Center.
- Department staff met with Police, Senior and Disabled Center staff and social workers from Manchester, South Windsor and Wethersfield to discuss common issues including at-risk elderly, adult mental health and the Conservator program offered by Manchester.
- The LINK (Ladies in Newington Konnect) program held its first meeting since the spring with several new members participating. The group meets once a month and is composed of 15 senior women young at heart experiencing isolation due to disabilities, financial or emotional stress.
- Information and Referral, Food Bank, Clothing Closet, Energy Assistance and Special Need requests all showed an increase.
- The Outdoor Market for Food Bank recipients is available twice a month with assistance from volunteers. This month 126 eligible residents were served.
- The Social Casework Program had an active caseload of 94 with 19 new referrals. Presenting issues included financial, housing, energy assistance, mental and physical health, domestic conflict and substance abuse.
- Part-Time Resident Services Coordinator Paula Pisano continued to provide services at all three complexes at the Housing Authority handling 20 active cases and providing information and consultation with 25 other tenants.
- The Youth and Family Counseling Program had an active caseload of 53 with 7 new referrals. There were 10 inactive cases and 1 closed case. Staff and contractors provided 90 clinical therapy sessions and made 140 contacts with families and other agencies. Three adolescents were referred to outside services for drug and alcohol treatment and several new referrals came from the social workers at the elementary schools.
- Two cases were referred by Police to the Juvenile Review Board.
- The four session "Staying Connected with Your Teen" parent course will begin October 20 facilitated by University Professor and Parent Educator Dr. Valery Dripchak. Clinical Therapist Barry Gordon will offer a "Family Constellations" workshop monthly starting October 15 at the Library. The department is taking registrations for either or both.
- Positive youth development programs and activities were extremely active with the beginning of school. Youth Worker Rik Huggard is working with the High School Self-Awareness class to offer a full curriculum of adventure based classroom, outside the school activities and community service projects.
- The High School Adventure Club also met and is planning their activities for the year.
- Other programs include 6th grade ROPE, 7th Grade Challenge Day and Adventure Builds Bridges, a joint program with Police.
- The Fall SCORE after-school program for middle school youth received over 102 registrations this month with programs beginning October 1.
- The Challenge Course was active with a variety of Newington and outside groups. This year has seen a 20% increase with 710 participants since April.

September 2008 Statistics

Selected Programs	FY 08-09 Undp. Total This Month	FY 08-09 Undp. Total Last Month	FY 08-09 Cum. Undp. Total YTD	FY 07-08 Cum. Undp. Total YTD
Youth and Family Counseling	53	38	62	52
Positive Youth Development	214	334	1,211	1,192
Youth Works (Job Bank)	5	2	9	14
Information and Referral	357	288	982	772
Social Casework Cases	94	88	114	109
Under 55 = 53				
Over 55 = 41				
Food Bank Participants	121	100	327	238
Special Needs	17	12	44	64

SENIOR AND DISABLED CENTER

- The Center held its 15th Annual Senior Expo on September 28th. It was very successful with more than 50 vendors and more than 200 participants.
- The Senior and Disabled Center was the host site for a regional Wii Bowling Tournament on September 9th. Part of the HealthNet Statewide Championships, this match was between Newington, Wethersfield and Hartford with the Wethersfield team just edging out Newington for a berth in the quarter finals.
- Center Nurse Practitioner Stacie Zibel presented a seminar on memory loss on September 11 in advance of a memory screening conducted by the Connecticut Center for Healthy Aging that was well attended.
- The aquatic program, offered in collaboration with the Hospital for Special Care in New Britain, continued with a new membership year.
- New volunteers have been recruited and trained for a variety of areas in the Center including Meals on Wheels, office support and the Welcome Desk.
- Center Director Dianne Stone and volunteer Annette Urban attended a presentation by the Department of Social Services and Department of Public Health on a new evidence based chronic disease self-management program. The State received federal funding to implement this program and the Center will be able to offer it by the beginning of the year.
- The Energy Assistance program began this month. Due to the high demand for appointments, the Center implemented a call back system for applicants. Requests for assistance were triaged with residents who heat with oil given priority. The available appointments were rapidly depleted. As anticipated, this year will likely present many crises.
- Dianne Stone attended the Accreditation Celebration at the Norwich Senior Center to present them with their plaque. Ms. Stone also gave a presentation regarding accreditation to the Colchester Senior Center staff, Commission and First Selectperson. The Center's own re-accreditation process continues.
- The MySeniorCenter system is becoming entrenched at the Center with many participants scanning faithfully. The Center is working to ensure that all participants are registered and using the system. The system also tracks volunteer hours and indicates that volunteers provided more than 1,000 hours of service over the month.
- A new Dial-A-Ride bus was put into service this month. The new bus seats 16 and will allow the Center to provide some special trips.

Dial-A-Ride

Wellness Clinic

Senior Café

Trips	Miles	On-site	Off-site	Meals Served
1,389	4,317	122	15	1,136

PARKS AND RECREATION

Administrative

- Reviewed Capital Improvement Plan and operating budgets.
- Obtaining estimates for poured and place surfacing materials and playscape components for Mill Pond Park playscape.
- Drafted a Request for Proposal (RFP) for Synthetic Turf Field at Clem Lemire complex.
- Awaiting proposal for drainage project at Clem Lemire complex.

Recreation Division

- The Creative Playtime Preschool program began with 79 children registered for the school year.
- 89 travelers went to New York City for a day of fun and food on the Noshing in New York tour.
- A 5th grade Boys Travel Basketball team was added, offering more opportunities for the boys to participate—in the past, the 5th & 6th grade boys were combined on one team.
- Fall programs offer more than 120 sessions and classes for participants of all ages—many youth classes are filled to capacity.

Parks & Grounds Division

- Division personnel worked on Badger Field to restore it as a Little League baseball field, installing over 10,000 square feet of sod, relocating existing irrigation, and cleaning the stone sidelines.
- The long jump pit at Martin Kellogg was repaired for use with 10 cubic yards of sand.
- At Anna Reynolds School, several dead trees were removed and additional play equipment installed. Minor repairs were also carried out. At Elizabeth Green, two older bike racks were removed to make way for new installations, and at Alumni Field, the pine tree line was limbed to permit easy access to the facility.
- The gym floor at the Mortensen Community Center was refinished by Division staff.
- There were 12 interments in Town cemeteries during September.

LIBRARY

- September marked the debut of a new type of program for children involving the Tails of Joy Therapy Dog Organization. *Tales 2 Tails* is a program for children in grades 2-4 that allows them to read aloud to a specially certified therapy dog to improve reading skills. 22 children read to one of five therapy dogs who were accompanied by their owners. The owners volunteer their time to this worthwhile cause of helping children with reading challenges become more confident and skilled in their reading abilities. This Saturday program will continue through the fall season.
- Assemblies were held at all elementary and middle schools to give special recognition to all of the summer reader participants. Japanese storyteller Motoko entertained the younger students and certificates were awarded.
- 190 adults were treated to seven programs during September. Highlights included *Tea around the World*, *Autumn Bouquet*, the making of autumn floral arrangements, and book discussion groups. A *Brown Bag it with Books* of particular note had as its guest speaker Julian Padowicz, who authored a book about his escape from Nazi occupied Poland when he was a child.
- A committee of Library staff continued to make preparations for the Chalk Walk that will be a part of Newington's WaterFall Festival. Artists vie for cash prizes as they create art on the street at Market Square.
- The Library Board of Trustees conducted their annual meeting at which officers were elected for the coming year. They are: Maureen O'Connor Lyons- President; Paul Crosswaith, Vice-president; Judy Igielski- Secretary; Iris Larsson- Treasurer. People and organizations that were honored for their service to the library included: Newington Volunteer Ambulance Corps, Vincent Camilli, Bowl-a-Rama, Newington Skating Arena, John and Lucy DiNardi.
- A special induction ceremony was also held at the annual meeting for donors of the newly formed Legacy Society. They included George G. Hanel, Richard B. Lienhard, Ruth Miller, Jan Kaval, Joan Briggaman, Mary Eddy Schlesinger, Catherine and Joseph Palermino, and Clarence Bachman.

- The Catherine and Joseph Palermino Continuing Education Scholarship was also announced. Through a generous donation from the Palermino family, library staff members will be able to apply for funding towards a Master's Degree in Library Science, or other continuing education opportunities. The scholarship can be awarded on an annual basis.
- Topics of note that were researched this month included:
 - Book on penmanship.
 - Ratings of banks.
 - Stages of human decomposition.
 - Coca Cola collectibles.
 - Where to get help filling out a citizenship application.
- 5,229 reference questions were answered. In-house computer use by patrons continues to be high as 2,766 hours of use were recorded for adult, teen, and children's public use computers.
- Traditional circulation of library materials was 30,529. 366 reference books were accessed remotely, and 3,483 online searches were completed in the Library. 512 books were read online from the children's sites, *Tumblebooks* and *Bookflix*. 91 books were downloaded from the Library's website, for a total of 34,378 items checked out or used by library patrons. 19,028 people visited the library during the month of September. 1,275 items were added to the collection, and 261 items were mended by volunteers who logged in 131 hours.
- Major building issues of the month were more leaks in the roof, especially after some particularly heavy rain storms.
- Information Technology projects included the upgrading of video card drivers on the Children's game computers, the installation of book labeling software on some computers, and the setup of another terminal at the Circulation Desk. Problems with the SIRSI integrated system for library use, pay-for-print software, and the malfunction of a UBS were also worked on or solved.
- The Lucy Robbins Welles Library once again scored extremely well in the national Hennen's American Public Library Ratings. In Connecticut, this Library is second only in its population category to a Fairfield County library.