



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 24, 2009  
Re: Monthly Report – June 2009

#### GENERAL ADMINISTRATION

- Attended a swearing-in ceremony for newly appointed officers of the Newington Fire Department.
- Attended a groundbreaking ceremony for the first major construction initiative of the MDC's Clean Water Project.
- Attended several meetings of the Capitol Region of Governments (CRCOG) including its annual meeting on June 4, attended meetings of the Managers Mid-State Collaborative, Commission on Human Rights and Opportunities and presided over a meeting of the Connecticut Town and City Management Association (CTCMA).
- Attended the retirement dinner of Superintendent of Schools Dr. Ernest Perlini.
- Participated in several meetings of the Town Hall Renovations Project Building Committee.

Paid overtime for the month of June 2009 was as follows:

<b>HIGHWAY DEPARTMENT</b>	<b>Overtime Hours</b>	<b>Cost</b>
Vehicles and Equipment	30.2	\$ 1,265.06
Weekend Stand-by and Call-in	16.0	619.96
Road Maintenance	192.1	8,009.27
Milling	60.6	2,408.85
Traffic Division	<u>41.4</u>	<u>1578.60</u>
Total	340.3	\$ 13,881.74
<b>PARKS AND GROUNDS DIVISION</b>		
Tennis	12.0	\$ 441.00
Pool	37.5	1,572.75
Paint (field)	7.5	272.85
Cemetery	17.0	1,120.65
Mowing	96.5	3,741.31
Herbicide	100.0	3,931.00
<u>Weekend</u>	<u>38.0</u>	<u>1,633.94</u>
Total	308.5	\$12,713.50

<b>POLICE DEPARTMENT</b>	<b>2008-09 Budget Overtime Appr.</b>	<b>Overtime Expended 08-09 YTD</b>	<b>2007-08 Budget Overtime Appr.</b>	<b>Overtime Expended 07-08 YTD</b>
Administration	\$ 4,311.00	\$ 1,861.92	\$ 4,167.00	\$ 4,065.87
Patrol	600,000.00	543,956.30	727,443.00	670,990.77
Investigation	76,637.00	72,165.74	76,000.00	72,442.25
Communication	108,429.00	106,962.96	104,486.00	114,944.87
Education/Training	88,337.00	84,072.82	66,026.00	84,144.20
Support Services	38,137.00	36,276.82	36,827.00	35,735.46
Animal Control	12,070.00	7,274.36	11,706.00	6,360.48
Total	\$ 927,921.00	\$ 852,570.92	\$ 1,022,488.00	\$ 988,683.90
<b>HIGHWAY DEPARTMENT</b>				
Highway Operations	\$ 28,109.00	\$ 29,872.35	\$ 27,494.00	\$30,591.05
Snow and Ice Control	132,349.00	148,263.79	127,912.00	104,835.10
Traffic	8,345.00	6,080.22	7,593.00	8,668.88
Vehicles and Equipment	*31,685.00	31,755.17	27,166.00	24,572.33
Leaf Collection	*51,500.00	44,712.81	62,521.00	59,077.71
Total	\$ 251,988.00	\$260,684.34	\$ 252,686.00	\$227,745.07
<b>PARKS AND GROUNDS</b>				
Parks and Grounds	\$ 130,547.00	\$ 132,898.02	\$ 126,793.00	\$ 111,008.86
Cemeteries	14,893.00	11,520.57	14,893.00	11,879.08
Total	\$ 145,440.00	\$ 144,418.59	\$ 141,686.00	\$122,887.94

\*Reflects intradepartment transfer.

- Police Department overtime expenditures increased \$44,203 from May (\$63,237) to June (\$107,440) primarily because it is the end of the fiscal year, therefore there are more days reflected in the June overtime. Typically there would be 28 days of overtime reported, in June there are 42 days of overtime in this report (an increase in days by 50%), the increase in overtime from May can also be attributed to holiday pay, the increase in training overtime, and communications time off. There are 3 additional days of overtime to report for June that have not been computed as of this date.
- Patrol Overtime \$61,812 included a meeting with all Sergeants, robbery investigation, storm coverage, burglary investigation, court appearances, Grantmoor ERT callout, FBI call out, Memorial Day Parade and Holiday overtime.
- Detective Division Overtime \$7,758 included evidence room inventory audit and Holiday overtime.
- Communications Overtime \$16,447 included a meeting with all dispatchers, CAD system upgrade, included 38 days off for vacation, sick, and funeral time (up 16 days from May), and Holiday overtime.
- Education/Training Overtime \$14,373 included 3 ERT training days, sniper school, CPR instructor training, recertification training, taser training, AED training, and new radio console training.
- Support Services Overtime \$6,252, including a car seat clinic, touch a truck event, several bike patrol posts, graduation and graduation party coverage, and Holiday overtime.
- Canine OT \$798 road kill call out and Holiday overtime.

### **PERSONNEL**

- The new Network Administrator-Project Leader position in the IT Department was advertised with a closing date of June 5. Over 50 applications were received and the interview process began.
- The Equipment Operator I position in the Highway Department was advertised with a closing date of June 26. Over 80 applications were received and the testing selection process began.
- The part-time Clerk of the Council position was advertised with a closing date of June 26. 12 applications were received and reviewed.
- Peter Kornichuk, part-time Custodian, transferred to the Senior and Disabled Center and Maria Perez was appointed as part-time Town Hall Custodian

### **RISK MANAGEMENT**

- The eleventh month of the 2008-2009 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 \$718,448 per month; the initial number for May 2009 came in at \$592,157.

### Cumulative Claims through May 2009

	Town	Board of Education	Total
Estimated Claims	1,887,600	6,015,328	7,902,928
Actual Claims	1,752,579	6,564,200	8,316,779

#### FACILITIES MANAGEMENT

- The Facilities Department has serviced all rooftop a/c condensing units at the Town Hall, Library and Senior Center due to the high pollen count to maintain indoor air quality.
- The Department completed 48 formal work orders during the month of June in addition to scheduled maintenance and project work assignments.
- Historic homes project: Replacement windows have been painted off-site and installation will begin during July at the Kelsey House which was postponed due to the rain during June
- The Town Hall Renovations Phase II project has begun with demolition beginning in preparation of renovations of the lower level. The maintenance group has been assisting in these efforts due to the tight schedule for completion in September.
- All work at the cemetery chapel has been completed with new roofing, interior and exterior painting and new windows installed. This effort will maintain the structure for the years to come.
- Control system upgrades have begun on the HVAC systems in the Police Department to allow for "off-site" monitoring and control by the facility manager and the HVAC contractor which will enable trouble shooting of problems without the need for a service call to fix minor problems.
- The Young Farm irrigation well has been completed and the Town is waiting for CL&P to install the new electrical service to the site so the work can be completed during July. The project is essentially complete at this time.

#### INFORMATION SYSTEMS AND TECHNOLOGY

- The Town's Service Center logged 37 requests for service via the Internet.
- 11,771 unsolicited SPAM emails messages and 13 virus/ Trojan were blocked from being delivered.
- 92 internal work orders were completed
- The Town's website had approximately 22,928 visits during the month, 70,550 page views with an average of 3.08 pages viewed per visit. The Town Homepage, Library Homepage, Assessor's Homepage and Online Property Record Card Search were the most frequently visited pages.
- Scott Hoagland, Information Systems Specialist and Paul G. Boutot, Director of Information Systems and Technology worked with Police Department staff and their outside Computer Aided Dispatch (CAD) vendor to bring up the new CAD system. IPC/ Positron911, the outside vendor, was on-site for two weeks during the upgrade process. The Department deployed new CAD computers in the public safety dispatch center
- The Department restored lost files/ folders for Highway Department staff and resolved a multi-department access issue with the Highway Department's fleet management application.
- The Department installed new update for the State of Connecticut's Renters Rebate software application used by the Senior and Disabled Center.
- Mr. Boutot interviewed several candidates for the position of Network Administrator/ Project Leader.

#### FINANCE

##### Accounting and Administration

- The 2008-09 year-end audit got underway with the audit team of Blum Shapiro conducting entrance interviews and risk assessment questionnaires as well as payroll, assessment, tax and accounts payable testing.
- The year-end closing process for the 2008-09 General Fund began with the issuance of closeout instructions and deadlines to Town departments. Departmental budgets were analyzed through out the month in order to prevent any overages.
- On June 22<sup>nd</sup>, the Employee Insurance and Pension Benefits Committee met. Dave McCluskey of Lockton gave an update of the Town's medical insurance program and Mark Shegoski and Ashley Martella of UBS reviewed the first and second quarter results of the Town's pension funds.

- In response to requests from the Town Hall Renovations Project Building Committee various reports and analysis were completed on financing the project for discussion by the committee at its upcoming July meeting.
- Major grants received during the month included the final payment for the Pequot Grant in the amount of \$110,337, the School Transportation grant in the amount of \$410,838 and reimbursement for the Newington High School Air Conditioning project in the amount of \$167,096. 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)

6/30/2009

	<u>Interest Earnings</u>		<u>\$ Invested</u>
	<u>Budget</u>	<u>Actual</u>	
	<u>FY2008-09</u>	<u>Year to Date</u>	
General Fund	\$900,000	\$508,547	\$28,113,278
Special Revenue Funds	53,000	31,096	1,899,970
Capital Projects Funds	6,100	7,535	528,035
Internal Service Fund	100,000	51,947	4,062,925
Trust and Agency Funds	38,000	18,892	1,514,292
<b>TOTAL, ESTIMATED BY FUND</b>			<b>\$36,118,500</b>

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)

6/30/2009

	<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	0.54	0.65	12,642	20,030	\$25,579,038
CLASS PLUS	0.30	0.30	1,490	1,369	6,062,445
Financial Investor Trust	0.10	0.10	318	339	3,869,317
Bank North	0.60	0.60	247	270	500,804
Sovereign Bank	1.35	1.35	120	124	106,896
<b>Total Outstanding Investments</b>					<b>\$36,118,500</b>

*Rates reflect avg. monthly yield, annualized*

**Assessor**

- Real estate deeds were read and entered in the computer assisted mass appraisal system through June 26th.
- The elderly tax relief program was completed and the filed with the State of Connecticut.
- Income and Expense reports for commercial properties were received based on a second mailing done in May.
- All real estate properties that received certificates of occupancy were inspected and pro-rated assessments were completed.
- There were 277 adjustments approximating \$24,000 in tax revenue made to the October 1, 2008 motor vehicle grand list. These changes were due to changes in ownership such as sold, stolen, totaled, or registered out of state. This is typical activity once bills are mailed and will continue through the month of July.

**Revenue Collector**

- The Tax Office personnel was extremely busy during the month of June revising the tax collection software with updates from the software provider, Quality Data Inc. as well as information from the Assessor's Office, banks, escrow companies, and individual taxpayers.

- The Tax Office successfully completed the tax information early enabling over 43,400 tax bills to be released early in June. As a result, \$5,783,041 came in as prepayments towards the 2008 Grand List.
- Collections for June on the 2007 Grand List amounted to \$100,892 as compared to the \$59,430 in the previous year.
- Corinne Aldinger, the Revenue Collector, submitted mandated forms to State Office of Policy and Management which needed to be filed by July 1st.
- For the convenience of the taxpayer, the link for on-line tax payments was placed on the front page of the Town of Newington web-site.

**PURCHASING**

**RFP #10 2008-09 SYNTHETIC TURF FIELD PROFESSIONAL SERVICES**

Opening Date: June 9, 2009 – Closing Date: June 25, 2009

**Respondents:**

M.R. Rooming Associates, P.C. – West Hartford  
 Clough Harbor Associates, LLP – Rocky Hill  
 Milone & MacBroom, Inc. – Cheshire  
 Sale Associates, Inc. – Weymouth, MA

**Bid #9, 2008-09 MOBILE LICENSE PLATE READER**

Opening Date: June 10, 2009 - Closing Date: June 30, 2009

**Bid Results**

Bidder	Location	Amount	Extended Warranty Cost	Total Three Year Cost
ELSAG North America	Greensboro, NC	\$25,021	\$1,729/year	\$28,479
Warnock Automotive	East Hanover, NJ	\$11,500	\$3,500/5 years	\$25,335
General Sales Administration	Kenvil, NJ	\$20,984	\$2,240 2 <sup>nd</sup> year \$2,465 3 <sup>rd</sup> year	\$26,485

The bid was awarded to Warnock Automotive.

**Bid #1, 2009-10 SIDEWALK CONSTRUCTION AND REPAIR**

Opening Date: June 25, 2009 – Closing Date: July 10, 2009

**TOWN CLERK**

- There were 644 documents filed on the land records during June. \$84,624.08 was collected in State conveyance tax and \$32,692.80 was collected in Town conveyance tax.
- Ten residential properties each transferred for over \$300,000.
- Property at 30 Holmes Road conveyed for \$604,000 from David A. Brown to Moe Coelho LLC.
- 222 mortgages, 23 liens, 239 releases & 85 deeds were recorded.
- 15 Notary Public commissions were filed. 5 survey maps and 4 Trade Name Certificates were catalogued.
- 83 copies of vital records were certified; 9 burial permits and 3 cremation permits were issued.
- With the assistance of the IT staff, the department was able to implement the final phase of their technology upgrade using Historic Grant Preservation funds. Now it is possible to search online for the Town's land record index from 1984 through the present time. This service coupled with our new "Pay for Print" station allowing visitors to make photocopies of documents directly from the computer screen finalizes this project.
- On June 30<sup>th</sup> the Town Clerk swore-in the newly elected officers of the Newington Volunteer Fire Department.
- On June 30<sup>th</sup> the Town Clerk attended a County Meeting. Implementation of impending legislation was discussed.

<b>DATA SUMMARY JUNE 2009</b>				
	June-09	June-08	FY 08/09 to Date	FY 07/08 to Date
Land Record Documents	644	660	5230	7045
Dog Licenses Sold	1544	1493	2064	2039
Game Licenses Sold	52	33	1321	2366
Vital Statistics				
Marriages	34	23	214	240
Civil Unions	0	1	0	6
Death Certificates	30	35	56	316
Birth Certificates	22	20	269	267
Total General Fund Revenue	\$ 57,529.90	\$ 64,306.00	\$474,145.12	\$480,921.22
Town Document Preservation	\$ 1,224.00	\$ 1,168.00	\$ 11,323.00	\$ 24,678.00
State Document Preservation	\$ 1,226.00	\$ 1,176.00	\$ 11,346.00	\$ 12,912.00
State Treasurer (\$26 fee)	\$ 15,886.00	\$ 15,080.00	\$146,848.00	\$166,530.00
Locip	\$ 1,833.00	\$ 1,740.00	\$ 16,944.00	\$ 19,215.00
State Game Licenses	\$ 615.00	\$ 612.00	\$ 22,503.00	\$ 45,532.50
State Dog Licenses	\$ 8,349.00	\$ 8,065.00	\$ 11,598.00	\$ 11,738.50
Dog Licenses Surcharge	\$ 3,426.00	\$ 3,302.00	\$ 4,607.00	\$ 4,674.00
Marriage & CU Surcharge	\$ 456.00	\$ 266.00	\$ 2,755.00	\$ 2,831.00
<b>Grand Total</b>	<b>\$ 90,544.90</b>	<b>\$ 95,715.00</b>	<b>\$702,069.12</b>	<b>\$769,032.22</b>

**POLICE DEPARTMENT**

- A grant application was approved by the U.S. Department of Justice for the purchase of a patrol vehicle under the Recovery Act in the amount of \$24,080.
- Patrol Calls for June are as follows:

<b>Patrol Calls Month, 2009</b>					
Alarm Burglary	133	F/Hazmat	2	MVA Evading	14
Alarm Hold-up	8	Fire/CO No Symptoms	2	MVA Fatal	0
Animal Complaint	46	Fire/CO Symptoms	0	MVA Injury	10
Arson	0	Fire/Other	20	MVA Property	90
Assault IP	3	Fire/Structure	5	Neighbor Dispute	10
Assault Report	6	Fire/Vehicle	4	Noise Complaint	27
Assist Other PD	24	Fire/Water	2	Notification	1
Bad Check NSF	4	Fingerprints	32	Open Door/Window	10
Bike Found	0	Fireworks Complaint	7	Parking Violation	11
Bike Lost	0	Follow-up Investigation	77	Property Found	9
BOLO	1	Gun Call	0	Property Lost	5
Breach of Peace IP	12	Harassment	27	Recovered MV	0
Breach Of Peace Report	6	Hazardous Condition	62	Robbery IP	2
Burglary IP	0	Homicide	0	Robbery Report	1
Burglary Report	7	Illegal Dumping	6	Serve Subpoena	3
Car Seat Install	2	Indecent Exposure	1	Serve Warrant	40
Check the Welfare	69	Intoxicated Person	11	Sexual Assault Report	4
Clear Lot	5	Juvenile Complaint	35	Shots Fired	0

Court Detail	21	K9	4	Special Detail	72
Criminal Mischief Graffiti	3	K9 Other	0	Stolen MV	4
Criminal Mischief IP	6	Landlord/Tenant	2	Sudden Death	0
Criminal Mischief Report	26	Larceny from MV	11	Suicide	0
CSO Detail	12	Larceny IP	6	Suicide Attempt	3
Customer Dispute IP	11	Larceny Report	42	Suspicious MV Occ	22
Customer Dispute Report	5	Liquor	0	Suspicious MV Unocc	7
Directed Patrol	0	Location	191	Suspicious Person	0
Dog Complaint	48	Lockout MV	1	Threatening IP	3
Domestic Report	41	Lockout Residence	0	Threatening Report	6
Drug Investigation	6	Medical	186	Town Ordinance Violation	3
DUI	8	Missing Person	4	Traffic Stop	986
Emotionally Disturbed Person	7	MV Assist	50	Trespass IP	8
Escort	29	MV Complaint	44	Trespass Report	5
F/Alarm	21	MVA Abandoned	6	Tobacco	2
				<b>TOTAL</b>	<b>2,768</b>

- Investigations and calls by Patrol Officers:
  - During a DUI checkpoint on Cedar Street, while speaking with a motorist who was stopped at the checkpoint, an officer detected the odor of burnt marijuana coming from inside the vehicle. A check of the motorist's license revealed that it was suspended. After questioning the motorist about the marijuana odor, the officer learned that there may be a quantity in the vehicle. Following a search of the vehicle no marijuana was found, however a loaded handgun was found tucked in a seat map pocket. The motorist then attempted to flee on foot but was quickly subdued and handcuffed. In addition to the handgun a set of brass knuckles was seized from the vehicle. The motorist was arrested for Driving with a Suspended License, Interfering with an Officer, Weapons in a Motor Vehicle, and Criminal Possession of a Revolver.
  - Evening shift patrol officers responded to an armed robbery of a restaurant located in the center area of town. A lone male armed with a handgun entered the restaurant after it had closed and confronted one of the employees and demanded money from the cash register. After obtaining a quantity of cash, he fled from the store. No one was injured during the robbery. A police K9 unit responded to the area but was unable to locate the suspect. The robbery remains under investigation.
  - During an afternoon rush hour Patrol Officers responded to the report of an erratic driver. The police department received a report of a vehicle striking several other vehicles on the Route 9 off ramp to Cedar St. The vehicle failed to stop and then travelled east on Cedar Street. The motorist followed the vehicle onto Maple Hill Avenue before it turned onto Spruce Street. The vehicle left the roadway coming to a stop in a wooded area. The driver of the vehicle then fled on foot. Officers set-up a perimeter in the area in an effort to contain and locate the driver. Officers canvassing the area learned that the driver may have entered a particular residence. After speaking with the homeowner and obtaining permission to search the residence, the suspect was located by a Police K9 unit. The driver was taken into custody and charged with criminal and motor vehicle offenses. The driver was turned over to the State Police to face charges for the accidents that occurred on the Route 9 off-ramp.
- Detective Division:
  - Handled 89 investigations, 53 of these cases remain ongoing, 34 were closed by investigative methods and 2 were suspended.
  - A suspect in custody and accused of fatally stabbing a Hartford man in October 2008 has accepted a plea deal for 18 years in prison. The Detective Division was actively investigating the case prior to the plea deal. The suspect pleaded guilty to manslaughter in exchange for the 18 year prison sentence.
  - Made an arrest in a home mortgage fraud where losses of \$167,345 dollars occurred. The suspect was arrested by Detectives who obtained an arrest warrant after a complex investigation.

- Made an arrest in a theft at a local business in which \$31,000 dollars of property was stolen. The suspect was arrested by Detectives who obtained an arrest warrant after a detailed investigation. Detectives were able to retrieve \$6,000 dollars of property from the suspect.
- The Juvenile Officer is investigating 7 sexual assault cases and three ongoing child pornography investigations among other juvenile cases.
- Processed 11 crime scenes in June, in some cases collecting DNA, fingerprints and other items of evidence.
- Served 25 arrest warrants, 5 by Detectives and 20 by Patrol Officers.
- Community Service Officers (CSO):
  - Along with other members of the Newington Police Department participated in the Special Olympics Law Enforcement Torch Run.
  - Participated in the Adventure Builds Bridges program run in conjunction with the Newington Human Services Department.
  - Conducted a bicycle safety clinic at Elizabeth Green Elementary School for three 3<sup>rd</sup> grade classes.
  - Participated in the Touch a Truck program run by the Newington Parks and Recreation Department. CSO O'Brien brought a marked police department vehicle to the event and handed out stickers and bicycle safety information to children and parents. Also on June 13<sup>th</sup>, CSO Webster along with Officer Kennedy and CSO's from Wethersfield and Berlin Police Department's conducted a children's car seat installation clinic in the police department parking lot.
  - Conducted situational and emergency response training for the Parks & Recreation Life Guards and Summer Staff.
  - Worked the bicycle patrol during the Newington Chamber of Commerce Classic Car Show having many positive contacts with residents at this well attended event.
  - Conducted motor vehicle enforcement in various locations throughout town focusing heavily on using hand held phones while driving violations, including taking part in the governor's state wide initiative for cell phone enforcement between 6/24-25/09.
  - Also conducted bicycle patrols on multiple occasions focusing on the center of town, Mill Pond Park, the path behind St Mary's and the high school.

**UCR Part 1 Crimes (Preliminary)**

Type of Crime	May 2009		May 2008	
	# of Offenses	Value of Theft	# of Offenses	Value of Theft
Murder	0		0	-0-
Forcible Rape	0		0	-0-
Robbery	1	\$ 937	3	\$ 469
Assault	9		13	-0-
Burglary	8	41,286	4	24,816
Larceny Theft	49	49,707	70	46,775
Auto Theft	2	7,800	3	36,600
<b>Totals</b>	<b>69</b>	<b>\$ 99,730</b>	<b>93</b>	<b>\$ 108,660</b>

- In May 2009, the police department arrested 87 adults: 1 for robbery, 6 for assaults, 1 for burglaries, 2 for forgery, 15 for narcotic violations, 24 for DUI, 17 for larcenies, 2 for offenses against family and children, 3 for disorderly conduct, and 16 for miscellaneous offenses. The department also arrested or referred 6 persons under the age of 18: 3 for assaults, 1 for vandalism, 1 for liquor law violation, and 1 for miscellaneous violations.

**FIRE DEPARTMENT**

The Fire Department responded to 97 alarms/emergencies as follows:

	<u>June 2009</u>	<u>12 months Cum.</u>
Residential	53	258
Commercial, Industrial, Office	3	49
Hospital, School	2	22
Vehicle	6	34
Rescue, Police Assistance	4	19



Dumpster, Rubbish, Grass, Brush, Leaves	1	45
Hazardous Materials/Clean up	2	36
Investigative Alarm	26	299
False Alarm	0	0
Mutual Aid/Standby	0	8
Carbon Monoxide Investigation	0	25
Water Related Incidents/Pump-Outs	0	0
Total	97	795

Training Summary:

		Members	Hours
Target Safety – Online Training	Thermal Imaging Camera	42	84
	Pump Training	17	170
	Driver Training	27	459
Officer Training	New Search Rope	27	81
Multi-Company Training	Hydrant Hookup, Forward and Reverse Lays	8	16
	Live Fire Training – Tower	52	156
Total			966

**FIRE MARSHAL**

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

Inspections	35
Inspection Follow-Ups	54
Plan Review	7
Job Site Inspections	23
Underground Tank Removal	0
Fire Investigations	1
Fire Alarm Trouble	2
Complaints	3
Haz/Mat	0
Bomb Threats	0
Blasting	4

- Fire Marshal Schroeder attended the 4<sup>th</sup> Annual Emergency Manager's Hurricane Conference at Southern Connecticut State University. Topics included: A review of recent Natural Disaster's in the Northeast, ARC Shelter Capabilities, Northeast Utilities Preparedness and Response Plan. Connecticut's Debris Management and Monitoring Program, DEMHS Regional Incident Management and 2009 Hurricane Forecast by DEP.
- Fire Marshal Schroeder attended the monthly meeting of the Connecticut Fire Marshal's Association in Southington.
- Fire Marshal Schroeder and Deputy Fire Marshal Rusbarsky attended the quarterly meeting of the Newington Local Emergency Planning in the Emergency Operations Center at police headquarters.
- Fire Marshal Schroeder and Deputy Fire Marshal Muisener attended the International Association of Arson Investigator's quarterly meeting and training session in Old Saybrook. Training topic: Opinions and Expert Witness Testimony.
- Fire Marshal Schroeder completed the annual DEMHS updates for the following local emergency plans: Emergency Shelter Assessment, Local Special Events Report, Emergency Transportation Plan

Incidents:

- There were no significant fire incidents or injuries reported during the month.

**HIGHWAY DEPARTMENT**

- Highway crews completed the reconstruction of Company Three Fire House parking lot. This work entailed removing the existing pavement, installing pipe and catch basins and processed stone for

drainage; grading and overlaying with Class 1 bituminous material. Finishing touches were added by placing new aprons, curbing and topsoil.

- In preparation of the milling and overlaying of Audubon Avenue, Southwood Road and Garfield Street, Highway crews swept roadways adjusted manhole rings and utility shut off gates. Bid awarded contractor milled approximately 24,876 square yards of bituminous in preparation of the overlays. 2,986 tons of bituminous material was used for the resurfacing of the roads. Where necessary, driveway aprons and curbing have been repaired to complete the resurfacing project.
- Town crews assisted a bid awarded contractor with brush grinding at the 'andfill. Equipment operators transfer brush within reach of the grinder, then stockpile wood chips for removal.
- Miscellaneous projects completed throughout the month included patching of various potholes throughout Town; replacing topsoil where damaged during winter snow plow operations and assisting Traffic Division with line painting.
- The Traffic Division along with the assistance of Highway personnel began line stripping and painting of the overlaid roadways as weather permitted and also continued with the fabrication and installation of new street name signs. Installed new and/or missing street signs, stops signs and regulatory signs (Patricia Genova Dr., Church St. etc).
- The Sanitation Division scheduled 810 bulky items, 87 metal items and 129 condo bulk items for weekly pick up for a total 1026 of items. Residents are not required to obtain a landfill permit for disposal of metal items at the landfill.
- Fire equipment services were completed. Primary focus was the support of the road reconstruction equipment along with routine fleet preventative maintenance and emergency repairs on equipment as needed. Two mechanics attended classes on multiplexing wiring systems of new equipment.

### **ENGINEERING DEPARTMENT**

- The Department issued sixteen excavation permits (13 driveway/curb cut excavation, 1 sewer lateral service, 1 water lateral service, 1 storm drain service)
- The Department received and processed two new applications to the Inland Wetlands Commission.
- Staff provided the DOT with requested data necessary for the Town to receive reimbursement for the Garfield Street Bridge reconstruction.
- On June 3, 2009, Anthony Ferraro, Town Engineer, attended Phase II of the Inland Wetlands Training Session sponsored by the Department of Environmental Protection, and on June 22, 2009, Mr. Ferraro attended a Transportation Improvement Committee meeting sponsored by the Capitol Regional Council of Governments (CRCOG) at which CRCOG approved increasing the construction grant to Newington for the Kelsey Street/Church Street Pavement Rehabilitation Project from \$753,000 to \$1,150,000.
- The Department issued three notices to property owners who had work performed within the Town's rights-of-way without obtaining an excavation permit from the Town.
- Staff met with BETA Group and reviewed further progress made to the Town-wide drainage project; field inspected the next set of roads to be reconstructed and determined locations where drainage structures are lacking and need to be installed.
- Staff revised and prepared new specifications for the sidewalk maintenance contract which will be bid on in July.

### **TOWN PLANNER**

- Municipal Parking Lot Improvement Project: During June the project engineer, BL Companies, prepared draft construction layout designs for improving the parking lot in three (3) phases. Option one would entail the completion of the entire 5 acre area as a single project; option two makes improvements to the westerly side of the lot including the Bonelli property, and option three limits site improvement to the easterly half. The Town Planner and Town Engineer met with BL personnel and provided comments on cost reductions, bidding strategy and necessary design construction criteria. All three options include the "center green" and perimeter sidewalk network. BL Companies will complete the draft project manual and construction plans by early July and have probable cost estimates for each option for review by the Economic Development Commission and Downtown Revitalization Committee's meeting July 9<sup>th</sup>.
- New Meadow Phase II Senior Housing: The Town Planner has been working with a land surveyor to complete the map for easement and land conveyance from the Housing Authority to the Town and the land lease map for granting the New Samaritan Corporation's 2.2 acre for the New Meadow Phase II site. The Housing Authority is required to submit the proposed easement and conveyance map survey and boundary description to the Dept. of Economic and Community Development (DECD) for their approval before transferring ownership to the Town. On June 24<sup>th</sup> the TPZ issued favorable 8-24

Referral Reports to the Town Council recommending acceptance of the Housing Authority's land transfers and conveyance of a 75 year land lease to New Samaritan Corporation.

- The Town Planner has been meeting with environmental and demolition companies to solicit bids for 90 Welles Drive North. An assessment of potential asbestos and any lead materials must be done prior to commencing demolition.
- 2020 Plan of Conservation and Development: At the TPZ's June 24<sup>th</sup> meeting Commissioners completed the revisions of the proposed draft 2020 Town Plan. The proposed draft will be divided into five components identifying community issues and trends, natural resource protection, development opportunities, community facilities and infrastructure, and implementation recommendations. The draft will present 125 long range recommendations both in narrative and thematic map form. The Town Planner is working to have the draft ready for release by July 22<sup>nd</sup> with a public hearing on October 7<sup>th</sup>. Over the next two and a half months the plan will be submitted to the Town Council, boards and commissions for review and comments. The draft plan will also be posted on the Town's Web Site.
- National Welding Property Clean Up Costs: The Remedial Action Plan for the National Welding property was completed by Fuss & O'Neill Environmental Engineers. This report was paid for by a CROG brownfield grant. The Remedial Action Plan is usually the last assessment report done for a known brownfield property and it identifies the cost estimates and the technical clean up methods that are feasible pursuant to Connecticut DEP reuse standards. At National Welding four areas of polluted soils caused by a concentration of hydrocarbons and arsenic have been identified for cleaning. The environmental engineers recommend a combination of filling the property, "capping" to raise the grade, removal and disposal of some of the contaminated soil and capping the site. The reuse plan provides in concept for an 110,000 square foot building foot print, approximately the size of the existing building coverage at National Welding. The Remedial Action Plan estimates that the combination strategy would cost between \$900,000 to \$1.8 million. In addition, asbestos abatement costs for the building are estimated at \$1.3 million.

**BUILDING DEPARTMENT**

- Electrical permits were issued to replace the conduit from Company 3 Fire Station at 253 West Hill Road to the light control cabinet, to install 100 amp outdoor service at the Young Farm located at 280 Church Street, for wiring the walk-in coolers & dairy cases at Wal-Mart, and to install an 800kw generator at the Newington High School.
- A permit was issued to install all the racking at the new Sam's Club at 3465 Berlin Turnpike.
- Douglas Jourdan, Chief Building Official, is continuing to work with the IT Department and The Capitol Region Council of Governments staff to search for a regional online permitting system and the development and creation of a web server.
- Seven Certificates of Occupancy were issued in June, five were for residential single family homes (74 Hickory Hill Lane, 125 Waverly Drive, 157 Barkledge Drive, 317 Sterling Drive, and 323 Sterling Drive) and two for commercial (a pizza restaurant at 1125 Willard Avenue and a chiropractic office at 21 Garfield Street.)
- Building Inspectors completed a total of 405 inspections: Above Ceiling (3), Blight (1), Chimney (1), CO (43), Code (9), Complaint (4), Crawl Space (1), Decks (6), Demolition (1), Electrical (105), Floor (1), Footings (16), Foundation (2), Framing (41), Gas Fireplace (3), Gas Line (6), Gypsum (3), Hood (4), Hot Water Heater (2), Insulation (8), Mechanical (46), Piers (7), Plumbing (33), Pools (3), Railing Failure (2), Roofing (3), Rough (18), Seismic Racks (1), Sill (2), Site Visit (21), Sprinkler (6), Tank (1), Trench (1), and Wood / Pellet Stove (1).

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

David Zwick	Non-Structural Plan Review – June 15 & 17, 2009
Art Hanke	New Regulations Regarding Explosives – June 2, 2009

**Building/Renovation Permit Statistics**

<u>Type of Permit</u>	<u>No. of Permits</u>	<u>Value of Permits</u>
Addition/Alterations	23	\$400,310
Deck	12	64,052
Demolition	0	0
Electrical	54	479,775

Fence	0	0
Fire Suppression/Sprinkler	2	5,800
Footing/Foundation	0	0
Fuel Tank	1	2,000
Garage/Shed	8	22,451
Mechanical	27	123,783
New Commercial	0	0
New Residential	0	0
Plumbing	24	35,505
Pool	5	9,659
Roofing/Siding	16	190,041
Sign	5	7,358
Tent	1	799
Trailer	0	0
Total	178	\$ 1,341,533

**Permit Value Comparison for June**

	2009	2008
Value of Permits Issued	\$1,341,533	\$4,549,199
Building Permit Fees Received	\$14,851	\$53,048
Other Income Fees	\$2,608	\$3,634
Building Permits Issued	178	197

**Total Value of Permits and Permit Fees:**

2008-2009		2007-2008	
Value	Permit Fee	Value	Permit Fee
\$43,293,784	\$474,269	\$58,294,112	\$668,732

**HEALTH (CENTRAL CONNECTICUT HEALTH DISTRICT)**

- Staff attended CCHD staff meetings June 25, 2009, training regarding “Web Emergency Operations Centre” on June 23, 2009, Newington Staff Meeting on June 24, 2009, DPH Food inspection Training on June 2, 2009, CCHD Environmental Staff Meeting on June, 8, 2009.
- The District responded to tornado event in the Heath District on June 27 and 28, 2009. Coordinated staff in conducting food service inspections to ensure proper food protection/refrigeration in the district.
- Staff assisted State DPH Food Protection Program in recall/investigation of tuna steaks identified as containing elevated levels of histamine.
- Staff inspected food booths at the Cruising Newington Event on June 26, 2009.
- The Department Conducted soil testing and reviewed plans for the repair of a septic system in Newington. The repair is in response to observed signs and symptoms of septic system failure. The State Department of Public Health Sewage Program was contacted to review the plans due to the complexity of the soil and site restrictions.
- Staff reviewed remodeling plans for a Dunkin Donuts store located on the Berlin Turnpike in Newington and conducted a walk through inspection of the new Sam’s Club located on the Berlin Turnpike next to Stew Leonard’s. Hood systems were smoke tested and equipment layout was checked for conformance with approved plans.
- Town of Newington Inspections
  - Complaints: 5
  - Food Service Inspections: 32
  - Temporary Food Service Permits: 2
  - Pool: 5

**HUMAN SERVICES**

- End of the year activities, preparation for summer programs and caseloads needs made June a very busy month.

- On June 5, the Youth-Adult Council and Newington Rotary co-sponsored an anti-bullying film called "Grandpa is a Weirdo." This film was produced and directed by Mike Lombardi who is a Newington High School graduate. Over 100 youth and adults attended.
- The Committee on Community Safety met in June discussing their recently developed PowerPoint and community asset building. They plan on outreaching to additional community groups over the next few months.
- The Department received 438 Information and Referral calls or walk-ins this month. Issues include day care, elder care, housing, energy and financial assistance, health, mental health, unemployment, youth programs among many others.
- ICAN (Interfaith Community Action of Newington) volunteers received 42 calls during the month including shopping, yard work and driving to medical appointments. Director Freidenberg and volunteers met with Director of Senior and Disabled Center Services, Dianne Stone to discuss out of town transportation as the State has not continued funding for the regional program.
- The Food Bank assisted the highest number of households ever at 151 with 88 residents over age 55 and 268 under 55. The Outdoor Market co-sponsored with Food Share served 144 residents on two days this month. The Special Needs Fund approved 23 requests and the Clothing Closet served 22 households.
- The Social Casework Program received 42 new referrals with an active caseload of 102. Presenting issues included financial difficulties, health and mental health, housing, social security, substance abuse and domestic conflict. Basic need expenses such as food, gas and utilities continues to significantly impact residents with low and fixed incomes.
- The Youth and Family Counseling Program had an active caseload of 61 with 10 new referrals, 5 inactive and 9 closed cases. Coordinator Christina Salvio and contractors provided 161 clinical therapy sessions and made 115 contacts with families and other agencies.
- The Juvenile Review Board handled one referral during June.
- Positive youth development programs and activities provided by Youth Worker Rik Huggard, part-time staff, Julie Melanson and contractors involved 473 youth.
- The final ROPE cycle completed the school year with great success. This year, 388 sixth-grade students participated in the six-session program which is part of the Health and Wellness curriculum at Martin Kellogg, John Wallace and St. Mary's.
- The High School Self-Awareness group wrapped up the school year with an in-class session. During that period Youth Worker Huggard also facilitated a debriefing of the year and discussed next year's activities.
- Adventure Builds Bridges completed their community service project cleaning hiking trails at various locations. Twenty-two youth and four police officers participated.
- The Challenge Course had a very active spring with many different groups participating in low and high element initiatives. This month, Parks and Recreation summer staff utilized the course as part of their training. Other groups included colleges, private schools, non-profits and Youth Service Bureaus from other towns.
- The Summer Youth Adventure Program (SYA) began with mentor training on June 26. Eighteen high school age youth are assisting Human Services staff throughout the summer. Registration for SYA is full with a wide variety of activities including: hiking, camping, tubing, canoeing, visiting state parks and museums, rock climbing, challenge course, compass and map, geo caching, bowling, Extreme Geo-Camp, Adventure Explorations and Girls Week.

### **May 2009 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	61	69	179	183
Positive Youth Development	473	297	3636	4640
Youth Works (Job Bank)	2	3	50	57
Information and Referral	438	449	4452	3604
Social Casework Cases	102	76	316	321
Under 55 = 36				
Over 55 = 66				

Food Bank Participants	151	133	1407	1045
Special Needs	23	12	216	227

**SENIOR AND DISABLED CENTER**

- Robin Robino, a twenty year employee of the Senior and Disabled Center, passed away unexpectedly but peacefully on June 11, 2009. Robin was very active with the Special Olympics Program and was most recently responsible for shredding at the Center.
- The Senior and Disabled Center won an award for its Information and Referral Center at the Connecticut Association of Senior Center Personnel (CASCP) Annual Awards program.
- The Center’s clubs wrapped up the year with banquets this month. AARP Chapter 697 held its banquet on June 3<sup>rd</sup> at the Chowder Pot while the Senior Club held its banquet on June 17<sup>th</sup> at Indian Hill.
- Center Director Dianne Stone was invited to join the Advisory Committee for the LiveWell Program. This is an evidence based chronic disease self-management program. The Department of Social Service and Department of Public Health co-administer the program through a federal grant.
- The Center held a Wii Bowling mini tournament on June 5<sup>th</sup>. This was a prelude to the statewide tournaments that will start in the fall.
- William Davis from CCSU led a workshop on “Stress: How to Manage It” on Thursday, June 18<sup>th</sup>.
- A Dental Cleaning Clinic was held at the Center on June 23 and 24. These clinics are funded through a grant from the North Central Area Agency on Aging to the Central Connecticut Health District.
- Brittany Farms held a brunch and learn program on hydration on June 24<sup>th</sup> attended by more than 25 people.
- A skin cancer screening was held at the Center on June 25<sup>th</sup>.
- The demand for Meals on Wheels is high with 54 individuals receiving meals this month. This program relies on dedicated volunteers to deliver meals.
- The Center currently has 1575 paid members, an increase of 47 from last month. All memberships expired at the end of June and a renewal campaign is underway. An additional 586 people are registered for services (i.e. Dial-A-Ride, social work).
- A total of 1,338 hours of volunteer service was performed by 87 volunteers in the month.
- There were 44 one-time and ongoing programs offered at the Center in the with a total recorded attendance of 3,088. Actual attendance is higher as many participants still do not sign in.
- The Town acquired the final two Dial-A-Ride vehicles that had been leased from the Greater Hartford Transit District. Under federal regulations, the funding that GHTD previously used to offset the costs of these vehicles is no longer available. This ends both the funding and reporting relationship with GHTD.
- Social Worker Teri Snyder had an active caseload of 59 this month. Several of her clients are quite frail and require her to meet with them in their home which takes considerably more time.

**Dial-A-Ride**

**Wellness Clinic**

Trips	Miles	On-site	Off-site
1382	4060	135	13

**PARKS AND RECREATION**

**Administration**

- The Superintendent held several meetings with staff and sub-committee regarding the Extravaganza.
- The Superintendent reviewed the R.F.P. responses that were received for the synthetic turf field.
- Superintendent met with Youth Soccer Program Coordinator in regards to the Wrap-Up Tournament that was held at Newington High School.
- The Superintendent coordinated efforts on tree removal and debris pick-up from storm. Expense report was submitted to the Town Manager and Finance Director.
- The Superintendent worked with the Garden Club to coordinated efforts on clean-up of the Sensory Garden.

**Recreation Division**

- The 4<sup>th</sup> Annual Touch-A-Truck program was held in conjunction with the Lucy Robbins Welles Library Summer Reading Kickoff. The event was very well attended. The Town partnered again with the Newington/Wethersfield Woman’s Club & the Rotary Club.

- Final plans are underway for the Mill Pond Park Extravaganza Week, Monday July 10 through July 18, and the 1<sup>st</sup> Parks & Recreation Carnival is set for July 10-12 in Mill Pond Park.
- Graduation ceremonies for our Creative Playtime Preschool Program were held on Monday, June 1 and Tuesday, June 2.
- A Bird Walk was offered on Saturday, June 6 in recognition of National Trails Day. Approximately 30 people participated in this free event, and were able to observe thirty-eight different species of birds.
- Also on Saturday, June 13, 20 people participated in a bus trip to Boston, which included a Boston Duck Tour and a tour of Fenway Park.
- On Saturday, June 20, 41 people participated in a bus trip tour of the Statue of Liberty and Ellis Island.
- A Concert was held on Thursday, June 25. The concert was held in the Senior & Disabled Center Auditorium due to weather conditions.
- Churchill Park Pool opened on Wednesday, June 24 for the season and Mill Pond Park Pool opened on Monday, June 29 for the season. Most Parks and Recreation Department programs also began on Monday, June 29.
- Summer Staff training was held throughout the month.

### **Parks and Grounds**

- The soft surface tennis courts were finished in the first week of June to allow for tournament play on the weekend.
- New pool drains were installed by Lester Daigle in both town pools and they were open to the public on schedule.
- Parks crews prepared a dozen fields, including painting, mowing and the moving of goals from other sites in town for the Town Soccer Wrap-up Tournament.
- Parks crew members distributed 80 cubic yards of mulch in West Meadow Cemetery.
- Young's farm had a well pump installed and park members worked with the contactors trenching in the power and water lines for the community gardens.
- Head Groundskeeper Mike Newton continued field renovation work as weather permitted. The midget football field has been cut for sod as well as the NHS soccer fields.
- Roadside mowing was completed with the aid of a rental tractor.
- The Cow Chip event went off with town forces painting a large grid and installing temporary fencing around the site.
- A significant storm came through town June 26<sup>th</sup> which caused numerous calls on tree damages. A crew is still cleaning up the debris.
- There were ten internments in town cemeteries in June.

### **LIBRARY**

- Kick-off events to mark the start of the Library's summer reading programs for children teens, and adults were a major highlight of the month. Attendance was 51% higher than that of last year. All ages came to a Saturday morning event held outside in the upper Town Hall lot. Over 2,000 children and caregivers turned out to enjoy the Library festivities, the P&R Touch-a-Truck, and the Police Department's safety seat event.
- 23 programs were held for 4,948 children and their caregivers. The Children's Department staff visited all elementary and middle school classes to promote the Library's summer services to families. Librarian I Pat Pierce was a judge for the middle schools' Battle of the Books, a popular spring literary event. Several classes from both elementary and middle schools took field trips to the Library for story-based and genre programs for their respective age groups. Weekly summer series as well as special events have already begun. Participation in the summer reading program, *Be Creative @ Your Library*, was over 400.
- Seven programs were held for adults, with a total of 519 participants. The Friends of the Library held their annual meeting, at which election of officers for the coming year was conducted. Natalie Harbeson will take over the helm of this organization of 1,000 members. The Friends also feted their "Best Friends", those members who give at the highest level of \$200.00 or more. Other programs included an afternoon Chinese Tea ceremony was a hit and a bus trip to NYC.. A program on Human Trafficking was offered by former Newington resident Matthew Friedman. Sixty people were in attendance to hear Mr. Friedman speak about his United Nations work in Southeast Asia and the immediacy of this terrible problem around the world.
- 96 teens attended a movie night and a cooking program. Teen Tales, a new series that pairs teens with younger children for one-on-one reading, began with 21 people in attendance. There are now over 120

teens who are participating in a summer reading program designed specifically for this age group. Staff is preparing for the visit in August of two popular authors of *The Nanny Diaries*, who will read from their new book.

- The first meeting of a job support group was with 25 people in attendance and an experienced speaker to start the series. Staff has worked to make appropriate contacts in the job seeking and labor venues and have set up an excellent program agenda that will run well into the fall season. The support group will now continue to meet on a bi-weekly basis.
- 6,448 (+5%) reference questions were answered, and there were 6,065 Library webpage hits this month. 3,491 hours were logged on children's, teen, and adult public stations.
- Topics of note that were researched this month included:
  - Children's books on building simple motors.
  - Children's books explaining the world's major religions.
  - Forensic dentistry.
  - History of Batterson Park.
  - How to identify bed bug bites.
- Traditional circulation of library materials was 38,531, a 13% increase, or 4,404 more items over that of last year. This is a tremendous increase and points to the continued and/or renewed awareness of library services that are offered in Newington. 22,879 people entered the building during the month or almost 900 people each day the library was open. 1,837 reference books were accessed remotely, and 1,714 online searches were completed in the Library. The children's book sites *Tumblebooks* and *BookFlix* were used 585 times. 123 books were downloaded from the Library's website for a total of 42,790 items checked out or used by library patrons. 1,201 items (-16%) were added to the collection, and 153 items were mended by volunteers who logged in 133 hours.
- IST projects this month included a major conversion of the Library's online catalog. Library tech staff worked to convert each computer in the building, while IST staff made the necessary network changes. Also, a team of Library staff was trained to do screen casting in order to offer audio instruction on the Library's website.
- A beech tree in front of the Library died and had to be removed. Staff will work with the Parks and Grounds staff to replace it.