



John Salomone  
Town Manager

# TOWN OF NEWINGTON

131 CEDAR STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: John Salomone, Town Manager  
Date: October 24, 2014  
Re: Monthly Report – September 2014

#### GENERAL ADMINISTRATION

- Town Manager John Salomone attended various CRCOG, MidState and CCM meetings.
- Ms. Salomone attended the annual ICMA Conference in Charlotte, NC.
- Mr. Salomone attended meetings for various projects related to the Town of Newington, including preparations for the September 9 Town Hall/Community Center referendum, post-referendum telephone polling and post-referendum focus groups.
- Mr. Salomone met with the Public Works team to discuss various matters.
- Mr. Salomone met with staff regarding the demolition of the former National Welding building.
- Mr. Salomone participated in the interview process for the Director of Facilities and Zoning Enforcement Officer positions.
- Mr. Salomone continued to work with the Central Connecticut Health District Board of Directors to help facilitate the hiring process for the CCHD Director vacancy.
- Mr. Salomone attended planning meetings with the organizers of the Waterfall Festival.
- Mr. Salomone met with residents & area business owners to address issues & concerns as needed.
- Mr. Salomone met with staff, union and legal representatives regarding personnel issues.

#### Legal Services

The legal amounts for the September monthly report are as follows:  
Rome (Modern Tire/Firestone) - \$49,342.20.

Murtha (Toll Bros) \$13,591.70

#### Overtime

Paid overtime during the month of September 2014 was as follows: Note that overtime costs include all instances and may be charged to non-operating budgets (i.e. road projects).

HIGHWAY DEPARTMENT	Overtime Hours	Cost
VEHICLES AND EQUIPMENT	78.8	\$ 2,625.38
WEEKEND STAND-BY AND CALL-IN	16.0	\$ 663.56
ROAD MAINTENANCE	7.9	\$ 313.81
TRAFFIC DIVISION		
ATWOOD STREET - CONSTRUCTION	1.6	\$ 89.20
<b>TOTALS</b>	<b>104.3</b>	<b>\$ 3,691.95</b>
PARKS AND GROUNDS DIVISION	Overtime Hours	Cost
Football Games	40.0	\$ 2,083.36

Herbicide	22.0	\$	1,825.24
Graves	30.0	\$	660.00
<b>TOTALS</b>	<b>92.0</b>	<b>\$</b>	<b>4,568.60</b>

<b>POLICE DEPARTMENT</b>	<b>14-15 Budget Overtime Appr.</b>	<b>Overtime Expended 14-15 YTD</b>	<b>13-14 Budget Overtime Appr.</b>	<b>Overtime Expended 13-14 YTD</b>
Administration	\$ 7,059.00	\$ 316.42	\$ 6,734.00	\$ 258.52
Patrol	607,287.00	139,346.79	641,951.00	143,434.56
Investigation	79,169.00	10,863.89	77,883.00	3,914.44
Communication	161,160.00	39,097.52	118,117.00	17,210.83
Education/Training	117,276.00	12,453.81	121,801.00	6,516.28
Support Services	34,189.00	6,145.69	39,878.00	3,688.03
Animal Control	5,546.00	0.00	5,546.00	0.00
Total	\$ 1,011,686.00	\$ 208,224.12	\$ 1,011,910.00	\$ 175,022.66
<b>HIGHWAY DEPARTMENT</b>				
Highway Operations	\$ 29,622.00	\$ 8,073.81	\$ 29,225.00	\$ 5,783.23
Snow and Ice Control	145,534.00	0.00	137,119.00	0.00
Traffic	4,665.00	924.09	5,684.00	1,011.74
Vehicles and Equipment	29,363.00	11,003.63	28,981.00	6,941.16
Leaf Collection	50,000.00	0.00	55,937.00	0.00
Total	\$ 259,184.00	\$ 20,001.53	\$ 256,946.00	\$ 13,736.13
<b>PARKS AND GROUNDS</b>				
Parks and Grounds	\$ 75,588.00	\$ 18,364.82	\$ 91,968.00	\$ 26,241.53
Cemeteries	18,007.00	2,581.78	16,971.00	2,113.15
Total	\$ 93,595.00	\$ 20,946.60	\$ 108,939.00	\$ 28,354.68

## **PERSONNEL**

- Interviews for the vacant Director of Facilities position continued through the month of October, with seven candidates selected to participate in an panel interview and three finalists proceeding to interview with the Town Manager and staff. The position was offered to the successful candidate, David Langdon, on September 25, 2014.
- Eight applicants were chosen to participate in a panel interview for the vacant Zoning Enforcement Officer position. The interview process continued in September with a hiring decision expected in October.
- Dean Corriveau was offered the position of police officer and was sworn in as a police recruit on September 26<sup>th</sup>
- A posting for Seasonal Leaf Collection positions was posted on September 26 with a closing date of October 10.

## **RISK MANAGEMENT**

### 2013-14 Blue Cross/Blue Shield Plan Year

The second month of the 2014-15 plan year produced a combined paid claim total that was lower than those estimates that were developed at renewal. The monthly claims for the 2014-15 plan year were estimated at \$848,980. The total paid claims from the Health Benefits Fund for August 2014 were \$804,515. It should be noted that claims for retired participants are charged to the OPEB. The breakdown for the active participants for Town and Board of Education is as follows:

	<u>Cumulative Claims through August, 2014</u>		
	Town	Board of Education	Total
Estimated Claims	337,086	1,360,874	1,697,960
Actual Claims	310,392	1,307,517	1,617,909

## **FACILITIES MANAGEMENT**

- Data is unavailable at this time.

## **INFORMATION TECHNOLOGY**

- The Town's Information Technology team consists of Mr. Paul G. Boutot, Chief Information Officer, Mr. John Bolduc, Network Administrator/ Project Leader, Mr. Scott Hoagland and Mr. Steve Pollock, Network/ Application Specialists, and Mr. Thad Dymkowski, GIS Technician. During the course of the month they participated, assisted and/or were directly involved in one or more of the following:
- Closing seventy-seven help desk tickets.
- Assisting the Police Department's Computer Aided Dispatch and Records Management System vendor, KT International with configuration and testing of CAD system, trouble shooting and project management.
- Updating networking tools on most virtual machines.
- Continued testing and adjustment of new remote access servers and applications.
- Converting all public safety dispatchers over to new town domain.
- Resolved issue with Microsoft Technical support regarding the inability to add new Windows roles or features to the operating system.
- Cleaning up network drive and permissions for Library staff.
- Approving and managing Windows Updates on servers and workstations.
- Setting up and configuring shared telephone extensions of Central Connecticut Health District staff working out of the Senior and Disabled Center.
- Assisting Newington Board of Education with voicemail maintenance.
- Providing Geographical Information Systems (GIS) data for the new Police CAD system.
- Installing Google Chrome Web Browser on six computers at the Library.
- Providing GIS mapping services for Town Zoning, Town Planner, Police, Parks and Recreation and Economic Development Committee.
- Working with an outside vendor to export Police Department CAD and RMS data from their old systems in preparation for import into their new systems.
- Reviewing, testing and updated Absentee Ballot system for Town Clerk's Office.
- Supervising the installation of new data and telephony wiring at the Senior and Disabled Center.
- Updating Quality Data Systems (QDS) application for Assessor's Office staff.
- Moving the Senior and Disabled Center staff's record management system, MySenior Center, to their vendors hosted/cloud network.
- Installing and configuring new Energy Assistance program for use of Senior and Disabled Center staff.
- Reconfiguration of Regional License Plate Reader (LPR) server to accommodate four terabytes of storage.
- Upgrading two virtual server hosts to the latest available builds.
- Reconciling and updating backup policies.
- Installation and configuration of Serial to IP device for E911.
- Reconfiguring firewall rules as needed.
- Updating internal network documentation.
- Imaging Police and Library computers in preparation for deployment.
- Participating with an oral panel interviews for the vacant Director of Facilities position.

## **FINANCE**

### **Accounting and Administration**

- Work continued on the 2013-14 audit which is expected to be completed by early December.
- On the system's side, the MUNIS accounting system was successfully "closed" for fiscal year 2013-14 and 2014-15 "opened."
- In accordance with the Memorandum of Understanding, the 2013-14 Health Benefits Fund settlement was completed with a credit of \$472,173 was owed to the Board of Education. The Town side had a negative result of \$57,665.

The Town received the following major grants during the month: three Payment-in-lieu-of-tax (PILOT) programs - Elderly Freeze program of \$6,000, State-Owned Property of \$749,383 and Colleges & Hospitals of \$1,633,915. 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)  
9/30/2014

	<u>Interest Earnings</u>		<u>\$ Invested</u>
	<u>Budget</u> FY2014-15	<u>Actual</u> Year to Date	
General Fund	\$46,350	19,412	\$30,888,369
Special Revenue Funds	5,000	1,546	3,240,482
Capital Projects Funds	800	428	1,028,911
Internal Service Fund	2,400	695	2,313,503
Trust and Agency Funds	2,400	652	1,016,394
<b>TOTAL, ESTIMATED BY FUND</b>			<b>\$38,487,659</b>

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)  
9/30/2014

	<u>Interest %</u>		<u>Interest \$</u>		<u>\$ Invested</u>
	<u>Current</u> Month	<u>Last</u> Month	<u>Current</u> Month	<u>Last</u> Month	
STIF	0.16	0.16	656	747	\$5,618,350
CLASS PLUS	0.01	0.01	6	7	447,967
Bank North	0.20	0.20	88	91	533,756
People's Bank	0.32	0.32	1,984	1,918	7,546,539
Sovereign Bank	0.30	0.30	1,592	1,114	9,080,953
Farmington Bank	0.40	0.40	5,334	4,500	15,260,094
<b>Total Outstanding Investments</b>					<b>\$38,487,659</b>

*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, 2014.
- Personal property declarations were made available to all business owners in Newington. Approximately 10% of those declarations that were returned were entered into the database.
- Personal property accounts were inspected and visited to determine taxable status as of October 1, 2014.
- All properties where building permits were prepared for field inspections. The inspection of those homes with building permits began. This inspection process will continue through December.
- The elderly tax relief program was completed and all required filings were done with the State of Connecticut in a timely manner.
- Some of the problems with the conversion to Vision 7.0 software were corrected with numerous dial in connections.

**Revenue Collector**

- Collections for September on the 2013 Grand List amounted to \$424,902 and back taxes collections were \$71,693. Included in the current amount was \$2,381 for pro-rated real estate payments.

- This year's total collections through September were 54.4% which is slightly above the same period last year which was 53.7%. All categories were a little higher this year.
- Delinquent notices were sent the first week in September to delinquent taxpayers; 371 for Real Estate, and 3,824 for Motor Vehicles.
- Demand notices were sent for 144 Personal Property accounts. Several hundred Demand Notices were also mailed for motor vehicles.

**TOWN CLERK**

- There were 346 documents filed on the land records during September.
- There were 65 transfers for a total of \$9,587,166.50. State conveyance tax collected was \$71,901 and \$19,873 was collected in Town conveyance tax.
- There was a transfer of property at 2897 Berlin Turnpike from Wex-Tuck Realty, LLC to SB Newington 443, LLC. The sale was for \$1.145 million.
- Residential property at Meadowview Court sold for \$430,000.
- Nine Foreclosure Registrations were filed during the month.
- The office recorded 106 mortgages, 14 liens, 112 releases and 10 probate documents.
- Staff issued 150 certified copies of vital records & catalogued 20 burial permits & four cremation permits.
- The office catalogued two survey maps, nine Trade Name certificates, seven Notary Public commissions and one liquor permit. Staff notarized nineteen signatures for residents and patrons.
- Since late April when the department began issuing permits to the Newington Landfill/Recycling Center, the staff has issued nearly 200 in total. The office issued eleven permits during September.
- During September the Town Clerk's office began accepting electronically recorded documents on the land records, an effort that began over a year ago and finally came to fruition this month. It is a multi-step process requiring interaction with the vendor, delivery agents, submitters, our Finance Department, IT staff and the Town Clerk's office. To date there have been four electronic filings; it is anticipated that volume will increase as submitters become aware of the ability to file electronically.
- Town Clerk, Tanya Lane, opened her office from 9 AM until Noon on Saturday September 6<sup>th</sup> to issue absentee ballots for the September 9<sup>th</sup> Referendum. A total of 227 absentee ballots were issued; 210 were returned.
- On September 26<sup>th</sup>, Mrs. Lane swore in a new police officer.
- In May of 2015 the City of Hartford will host an international conference for municipal clerks from all over the nation. Sponsored by IIMC (International Institute of Municipal Clerks), it is anticipated that over 1000 delegates will attend this professional development and networking event. As the host State it falls to a group of Connecticut Town Clerks to raise funds to help sponsor this event. Mrs. Lane serves as Treasurer of the IIMC Hartford Conference 2015. On September 23<sup>rd</sup> Mrs. Lane attended a planning meeting at Hartford City Hall.

<b>DATA SUMMARY SEPTEMBER 2014</b>				
	<u>Sept. - 14</u>	<u>Sept. - 13</u>	<u>FY 14/15 to Date</u>	<u>FY 13/14 to Date</u>
Land Record Documents	346	467	1208	1435
Dog Licenses Sold	31	35	322	399
Game Licenses Sold	28	34	107	76
Vital Statistics				
Marriages	28	19	84	63
Death Certificates	26	19	81	64
Birth Certificates	35	17	91	65
Total General Fund Revenue	\$ 35,900.34	\$ 43,106.93	\$ 121,533.54	\$ 127,180.44
Town Document Preservation	\$ 859.00	\$ 1,172.00	\$ 2,879.00	\$ 3,728.00
State Document	\$ 550.00	\$702.00	\$ 1,904.00	\$ 2,282.00

Preservation				
State Treasurer (\$36 fee)	\$ 9,864.00	\$ 12,636.00	\$ 33,012.00	\$ 42,049.00
State Treasurer (\$127 fee)	\$ 2,794.00	\$ 6,350.00	\$ 9,017.00	\$ 16,637.00
State Treasurer (\$110 fee)	\$ 3,410.00	\$ 5,170.00	\$ 11,110.00	\$ 14,960.00
Locip	\$ 822.00	\$ 1,053.00	\$ 2,751.00	\$ 3,411.00
State Game Licenses	\$ 370.00	\$ 527.00	\$ 906.00	\$ 1,025.00
State Dog Licenses	\$ 209.00	\$238.00	\$ 2,065.00	\$ 2,609.00
Dog Licenses Surcharge	\$ 66.00	\$82.00	\$ 732.00	\$ 942.00
Marriage Surcharge	\$ 171.00	\$76.00	\$ 570.00	\$ 475.00
<b>Grand Total</b>	<b>\$ 55,015.34</b>	<b>\$ 71,112.93</b>	<b>\$ 186,479.54</b>	<b>\$ 215,298.44</b>

**POLICE DEPARTMENT**

- After completing the final testing exams, Dean Corriveau was offered the position of police officer. Dean was sworn in as a police recruit on September 26<sup>th</sup>. He began his training at the Connecticut Police Academy (POST) on October 3rd.
- The police department conducted Distracted Driver Enforcement in September, funded by the State of Connecticut, Department of Transportation. Overtime was reimbursed by DOT 75%. Citations were given to 181 cell phone users, 8 distracted drivers, 3 driving while texting drivers, 3 drivers with suspended licenses, and 4 other motor vehicle violations.
- Patrol Calls for September are as follows:

AlarmBurg	95	F/Struc	8	Noise	20
AlarmHold	7	F/VEH	1	NOTIFICATION	2
Animal	20	F/WATER	2	OPENDOOR/WIN	6
ASSAULTIP	1	FINGERPRINT	26	PARKINGVIOL	8
AssaultRep	3	FIREWORKS	3	PISTOLPERMISSUED	1
ASSIST	36	FollowUp	95	PISTOLPERMTEMP	8
BADCHECKNSF	1	Harassment	21	PROPFOUND	9
BREACHIP	10	HAZARD	25	PROPLOST	3
BreachRep	3	ILLEGALDUMPING	2	RECOVEREDMV	5
BURGIP	3	INTOXICATED	10	ROBBERYREP	1
BURGREP	9	JUVCOMP	14	SERVSUBPOEN	2
CARSEAT	4	K9	4	ServWarrant	41
Check	56	LAND/TENANT	2	SEXASSAULTRE	2
CLEARLOT	18	LARCFROMMV	10	SpecDetail	81
COURT	22	LARCIP	7	StolenMV	11
CRIMMISIP	1	LarcRep	51	SUDDENDEATH	1
CRIMMISREP	10	Location	273	SUICIDEATT	1
CUSTOMERIP	2	LOCKOUTMV	1	SuspiciousIP	96
CUSTOMERREP	4	LOCKOUTRESID	4	SuspiciousRep	42
Dog	44	LTA	1	THREATREP	5
DOMESTICIP	24	M	221	TOW	16
DOMESTICREP	6	MISSING	5	TOWNORD	3
DRUG	5	MVAband	6	TRAFFIC STOP	1,058
DUI	3	MVAEvading	7	TrespassIP	11
EDP	9	MVAInjury	11	TRESPASSREP	3

Escort	20	MVAProp	105		
F/Alarm	15	MVAssist	48	<b>TOTAL FOR NPD</b>	<b>2,806</b>
F/COSYMP	1	MVComplaint	42		
F/Other	9	NEIGHBOR	8		

Patrol Investigations

- **Assault on a Police Officer** - On 9/10/14, officers were dispatched to a local bank on the Berlin Turnpike on a report of a suspicious male sitting by the ATM. Officers arrived on scene and found the male sitting on the west side of bank near the drive-through ATM. The male identified himself and stated he was staying at a local motel. The male explained he was waiting at the bank for someone to give him a ride to the motel. While officers were speaking with the male, officers checked him for warrants and found that he was wanted by the Bristol Police Department. At this time the male was cooperative. Officers placed him under arrest and transported him to the Newington Police Department for processing. While transporting him to the police station, the male asked if he could smoke a cigarette. Officers told him he could not and he became agitated. Officers arrived at the station and took the handcuffs off the male and placed him in a holding cell. While the male was waiting to be booked, he became more and more agitated because he could not smoke. The male started yelling obscenities and jumping up and down. Officers asked him to take a booking photo and he refused. He stated he would not take a picture and would not get fingerprinted without receiving a cigarette. He then began doing pull-ups on the cell door frame and pacing back and forth. Officers observed him tense his body and started to posture as if he was going to fight. As he continued to berate officers, he was getting close to the cell cage, flailing his arms, and staring menacing at the officers. Officers could tell by his posture and body language that he was preparing to fight. The male challenged the officers by stating, "come in here and we can fight" "Come in here so I can put your head through this bench." The male kept going on about how he wanted to fight the officers. At this time additional officers came into booking. The officers went to handcuff the male, who tensed up and resisted being handcuffed. During the altercation he grabbed hold of one of the officer's thumbs and scratched it causing him to bleed. After the male struggled and resisted for some time officers were able to control him and handcuff him. The male continued to act belligerent and was loudly yelling. After some time of cooling off, the male decided that he would comply. Due to his actions in the booking room, officers arrested the male for violation of C.G.S. 53a-62 Threatening Second Degree, 53a-167c Assault on a Public Safety Official, 53a-167a Interfering with an Officer. He was held on a \$10,000.00 bond and was scheduled for 9/11/14 court date.
- **Weapons Violations** - On 09-07-14 shortly after midnight, an officer on patrol observed a suspicious person attempting to get into a parked vehicle outside a closed local business. Additional officers responded to assist. Officers observed an occupied red pickup truck registered out of state parked in the parking area behind the building. The parking lot is clearly posted as a no trespassing area after business hours. The officers approached the truck and spoke to the two occupants. As one officer approached the truck, he began a visual inspection of the inside through the closed windows. This officer immediately identified a silver colored handgun in plain view in the front passenger seat back map pocket. The officer then notified the other officers of this discovery. The officers then ordered the occupants from the vehicle. The female passenger exited the vehicle without further incident. The male driver, reached towards his front pants as he exited the vehicle. Officers fearing he was reaching for another weapon physically forced the male to the ground. Once on the ground, the male continued to resist officers. Several officers had to physically restrain the male as he continued to resist. Officers were able to gain control of the male and place him in handcuffs. Officers removed the handgun from the seat back map pocket, and in doing so a loaded high capacity magazine dropped from the magazine well into the seat back. A second loaded high capacity magazine was later recovered from the center console area of the vehicle. A bullet was not in the chamber of the handgun. One of the magazines contained 13 hollow point .40 caliber bullets while the other contained semi-wad cutter .40 caliber bullets. The handgun, magazines, and ammunition were seized as evidence and later transported to the Newington Police

Department where they were processed, logged on a JD-CR-18, and stored in the NPD evidence room.

Officers later took a statement from the female at the police department. According to the female, she met the male through an online dating service. The female said she had never met him before and said she did not know a weapon was in the vehicle and didn't see the loaded magazine near the center console.

The male later provided a statement and claimed ownership of the handgun, and admitted that he did not have a permit to carry a firearm out of state or Connecticut. He stated that he met the female through an online dating service and she was unaware of the gun in the vehicle. A CT permit and firearms database check revealed that neither was issued for the male in Connecticut. The male stated that he was only in CT for a short period of time for work and will be returning to Ohio in seven weeks. He also stated that he has the gun for protection.

The male was placed under arrest and transported to the Newington Police Department for processing. He was charged with violation of Connecticut General Statute(s): 29-38: Weapon in a Motor Vehicle, 29-35: Carrying a Firearm Without a License, 53-206: Carrying of a Dangerous Weapons, 53-202: Possession of High Capacity Magazines 2 counts, 53a-109: Criminal Trespassing in the 3rd Degree, 53a-182(1): Disorderly Conduct, and 53a-167a(1): Interfering with an Officer. He was held in police custody on a \$100,000.00 bond and was presented in GA-15 on 09/08/2014.

- The Detective Division Personnel:
  - Handled 99 investigations, 71 remain ongoing and 28 were closed by investigative methods.
  - Served 61 arrest warrants, 38 by Patrol Officers and 23 by Detective Division personnel
  - On September 8, 2014, detectives received an Offender Hit Notification form from the Department of Emergency Services and Public Protection Division of Scientific Services. The notification was in regards to an armed robbery that occurred at 194 Kelsey Street (Valero Fas Mart) in July of 2012. The Offender Hit Notification Form indicated that recent DNA analyses had generated a hit between DNA evidence submitted by Newington detectives and the State or National Offender DNA Databases. The offender was identified. Further investigation revealed that the suspect, a convicted felon, had a criminal history that included arrests for robbery, assault, and weapons in a motor vehicle. An arrest warrant for the suspect was completed for the charges of Robbery in the 1<sup>st</sup> Degree, Conspiracy to Commit Robbery in the 1<sup>st</sup> Degree, Larceny in the 3<sup>rd</sup> Degree, and Conspiracy to Commit Larceny in the 3<sup>rd</sup> Degree.
  - On September 11, 2014 Detectives arrested a 20 year old Newington resident for Sexual Assault in the 4<sup>th</sup> Degree and Risk of Injury to a minor. The arrest was the result of an investigation that was initiated in November of 2013 after information was received alleging that the suspect had inappropriate sexual contact with a juvenile female.
  - On September 16, 2014 at 0932 hours the Mid-State Major Crime Squad, which includes members of the Newington Police Department Detective Division, was requested to assist the Cromwell Police Department with the investigation of a Domestic Dispute that involved the discharge of a firearm. The incident occurred at a residence located at 28 Senator Drive, Cromwell, CT. The request for the Mid-State Major Crime Squad was made by Sergeant Vandersloot of the Cromwell Police Department and approved by Mid-State Major Crime Commanders Lieutenant Poisson (Wethersfield) and Lieutenant Morgan (Newington). Upon arrival, Lieutenants Poisson and Morgan met with supervisors from the Cromwell Police Department and were briefed on details of the incident. Lieutenants Poisson and Morgan subsequently met with squad investigators and specific responsibilities were assigned. After reviewing the search and seizure warrant obtained by Cromwell Detectives, Mid-State personnel processed the crime scene and collected all requested evidence. Prior to leaving the scene, the Mid-State Major Crime Squad turned over all evidence to Cromwell Police. A comprehensive crime scene processing report documenting the specific actions of the Major Crime Squad was completed and provided to Cromwell Police.

**CR/NIBRS Selected Crimes**  
**Preliminary August 2014** **August 2013**

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	1	\$200	1	\$400
Assault	7	0	11	0



Burglary	20	\$38,473	10	\$35,987
Larceny Theft	53	\$24,926	59	\$61,767
Auto Theft	6	\$45,012	5	\$11,395
<b>Totals</b>	<b>87</b>	<b>\$108,611</b>	<b>87</b>	<b>\$109,549</b>

- In August 2014, the department arrested 77 adults: 1 for rape, 2 for robbery, 9 for assaults, 6 for burglary, 2 for forgery and fraud, 2 for weapon violations, 1 for sex offense, 6 for narcotic violations, 2 for offenses against family & children, 7 for DUI, 1 for liquor law violations, 1 disorderly conduct, 11 for larcenies, and 26 for other miscellaneous offenses. The department also arrested or referred 2 persons under the age of 18 for criminal acts: 1 for larceny and 1 for liquor law violation.
- Police Department Overtime
  - Comparison
    - OT August \$ 67,556 2 pay periods
    - OT September \$ 81,619 2 pay periods (\$15,700 Holiday OT)
    - Total increase \$ 14,063
  - One officer was hired in September and sent to the Academy for training. There is still one Sergeant vacancy. These vacancies in Patrol have an impact on the overtime for a total of 2 positions vacant on the schedule in the patrol division. The department has worked diligently to keep overtime to a minimum.
  - Administration overtime was \$0, a decrease of \$0.
  - Patrol overtime was \$54,150, an increase of \$11,390. Calls included domestic calls, motor vehicle investigations, robbery, larceny, sudden death, fatal car accident, domestic, school coverage, DWI arrest, suicide, voting coverage, court appearances, warrants, holdovers, booking process, \$12,000 for Holiday overtime, and overtime for time off/vacancies.
  - Detective Division Overtime of \$4,785, was an increase of \$1,145. Overtime included serving warrants, robbery investigation, suicide and autopsy follow-up, background investigations, evidence and scene processing.
  - Communications overtime of \$13,808 is a decrease of \$731. Overtime included several time off leaves, staffing for weekends to allow for 2 dispatchers on for all shifts, Holiday Overtime of \$2,600, and staffing for special assignment for CAD data.
  - Education overtime of \$5,785 was an increase of \$1,066 for training classes. Training included Capitol Region In Service, Laser, Impaired Driving, FTO, ERT, and dispatch CAD training.
  - Support Services overtime of \$3,091 was an increase of \$1,193. Overtime included coverage for time off, Youth Council meeting, school coverage, and voting day coverage.
  - ACO overtime was \$0.

## **FIRE DEPARTMENT**

- The following is a report of the activities of the Newington Fire Department for the month of September, 2014. During this period Fire Department members responded to 47 alarms or emergencies. A summary of these alarms and a manpower response breakdown is detailed below:

	<b>September 2014</b>	<b>1 Month Activity</b>
Residential	4	13
Commercial, Industrial, Office	1	5
Hospital, School	2	6
Vehicle	1	2
Rescue, Police Assistance	7	22
Dumpster, Rubbish, Grass, Brush, Leaves	6	26
Hazardous Materials/Clean up	5	12
Investigative Alarm	11	47
False Alarm	4	26
Mutual Aid/Standby	0	2
Carbon Monoxide Investigation	3	7
Water Related Incidents/Pump-Outs	3	4
<b>Total</b>	<b>47</b>	<b>172</b>

### **Training Summary**

Department Training	Active Shooter	132 hours
---------------------	----------------	-----------

Multi/Company Training	Co. # 1 & 2 Hoarding/Fire Setters	72 hours
	Co. # 3 & 4 Hoarding/Fire Setters	44 hours
Truck #1	Training	10 hours
Company Training	Co. # 3 Chimney Fires	15 hours
CT Fast Track Training		3 hours
Capitol Region Chiefs Training		9 hours
Exercise Planning	Training Meetings	27 hours
Officer Training	Incident Management	88 hours
<b>Total Hours</b>		<b>400 hours</b>

## **FIRE MARSHAL**

- The Fire Marshal's Office completed the following activities during the month of September, 2014.

INSPECTIONS	15
INSPECTION FOLLOW-UPS	47
PLAN REVIEW	8
JOB SITE INSPECTIONS	5
FIRE INVESTIGATIONS	0
FIRE ALARM TROUBLE	1
COMPLAINTS	2
HAZ/MAT	0
BLASTINGS	3

## **Incidents:**

- There were no significant fire incidents or injuries reported in September.

## **Fire Marshal's Activities:**

- Responded to 26 fire calls during the month.
- Met with the new Safety Director at DOT Headquarters to review and update their emergency response plans and tour the facility.
- Attended a Community Appreciation Picnic at the Newington Health Care Center along with a Crew from Engine- 2.
- Attended the monthly Connecticut Fire Marshals Association meeting in Westfield.
- Attended a meeting with MDC and town staff to review the Mill Pond Park sewer bypass and pipe lining project.
- Attended a Town Council meeting to accept a resolution on behalf of CREPC proclaiming September as "Get Ready Capital Region" Preparedness Awareness Month.
- Hosted the monthly meeting of the Capital Region Fire Marshals Association at Bertucci's Restaurant.
- Attended the Annual 9-11 Remembrance Ceremony at fire headquarters.
- Attended a meeting to establish a statewide wide Hoarding Task Force at Newington town hall. Attendees included state officials, hoarding experts, health, building, human services and emergency responders.
- Participated in the Annual MDA "Fill the Boot" Drive with Company #1 at the old firehouse on Main Street.
- Attended the Annual Company #3 Family Picnic at Station 3 on West Hill Road.
- Attended the monthly officers training session in the Kalasky Room at headquarters: ICS
- Attended a meeting of the CREPC "Get Ready Capital Region" Coalition in Hartford.
- Attended the monthly company drill in the Kalasky Room: Hoarding and Youth Fire Setting Response Procedures.
- Attended the monthly meeting of the Capital Region Fire Chiefs Association in Farmington.
- Coordinated fire department participation and conducted inspections of all fire lanes, electrical equipment and propane cooking equipment prior to the start of the Annual Waterfall Festival on Market Square.
- Participated in the 9<sup>th</sup> Annual Peter Lavery Motorcycle Ride assisting the Truck-1 Crew set up the American Flag on Main Street.
- Attended the monthly meeting of the Connecticut Fire Chiefs Association in Cromwell.
- Attended the monthly staff meeting at town hall.
- Conducted the quarterly meeting of the Employee Health and Safety Committee at town hall.

- Attended a wake for the Grandfather of Company #2 member Nicholas Carlone at Newington Memorial.
- Attended the quarterly department drill at the high school: Active Shooter Incidents.
- Attended the wedding of Company #1 member William Pollack at Indian Hill Country Club.
- Attended the 12<sup>th</sup> Annual Connecticut Firefighters Memorial Service at the State Fire Academy.
- Attended a meeting with MDC and town staff to review an upcoming project to update the sewer and water service lines on Willard Avenue from Veterans Drive to Cedar Street at Old Farms Drive.
- Visited Town Councilor Myra Cohen and Company #4 member Mike Iskra's wife Beverley during my annual inspection of Bel-Air Manor.
- Attended a meeting with town staff to review the upcoming demolition of the old National Welding buildings on Cedar Street.
- Conducted the Annual Department meeting at fire headquarters.

## **HIGHWAY DEPARTMENT**

### **Administration**

- Attended Department Head and Public Works team meetings.
- Continued to meet with residents to discuss various issues and concerns.
- Attended project coordination meetings with Engineering Department throughout the month.
- Attended CT Fastrak meeting.
- Attended quarterly Employee Health and Safety meeting.
- Negotiated and coordinated change in MSW disposal facility from Wallingford to Bristol.
- Participated in oral panel interviews for Facilities Manager position.
- Met with facilities staff regarding Senior Center drainage issue.
- Assisted with blight remediation efforts.

### **Roadway Maintenance**

- Highway operators continued with Landfill material processing.
- Miscellaneous roadway pot hole patching, curb and top soil repairs continued throughout the month.
- Continued with roadside litter removal.
- Crews completed the reconstruction of Atwood Street.
- Storm water catch basins cleaned of debris at several locations town wide.
- Crews began the reconstruction of a portion of Martin Kellogg Middle School parking lot.
- Crews completed pavement settlement project at the Clem Lemire Complex.

### **Traffic Division**

- Replaced and/or repaired missing/damaged street name and regulatory signs.
- Assisted with Food Share and Farmers Market setup.
- Assisted Registrar of Voters to mobilize voting machines to all locations.
- Assisted Police Department in relocation/removal of speed boxes.
- Line painting completed at Newington High School and other various locations.
- Began replacing new street signs in Plow Section #11.
- Assisted with road closure and other functions for the annual Waterfall Festival.

### **Fleet Maintenance**

- Continued with scheduled preventative maintenance and unscheduled emergency repairs on all town vehicles and equipment.
- Continued with the preparation of leaf season equipment.

### **Sanitation/Recycling/Landfill**

- Scheduled 756 residential bulk items for collection.
- Scheduled 85 condominium bulk items for collection.
- Scheduled 37 condo/residential scrap metal items for collection.
- 1473 tons of cumulative Municipal Solid Waste were collected from July through August 2014.
- 473 tons of cumulative recyclables were collected from July through August 2014.
- 192 mattresses and 92 box springs collected for the month from July through August 2014.
- Issued 26 permanent landfill permits and 13 temporary permits.

## **TOWN PLANNER**

### **Town Plan and Zoning Commission Actions:**

Regular TPZ Meeting on September 10, 2014:

- Approved Petition #25-14: Zone Change (Industrial to PD) at 16 Fenn Road. Fenn Road Associates LLC, owner/applicant.

Regular TPZ Meeting on September 24, 2014:

- Denied Petition #30-14: Special Exception (Section 3.15.4: Drive-through Restaurant) at 3120 Berlin Turnpike (“Panera”). Newington VF LLC, owner.
- Denied Petition #31-14: Site Plan Approval (Drive-through Restaurant) at 3120 Berlin Turnpike (“Panera”). Newington VF LLC, owner.

**Town Planner Activities:**

Approved, Pending, and Future TPZ Applications

- September 4: Site visit with staff and developer of Harvest Ridge subdivision.
- September 8: Met with surveyor re site plan changes at Bel Air Manor.

CTfastrak/Amtrak Corridor Planning:

- None

Grant-Funded Project Activities

- September 30: Attended pre-construction meeting re: National Welding demolition.

Boards and Committees

- September 4: Attended Environmental Quality Commission meeting.
- September 10: Attended TPZ meeting.
- September 11: Attended ZBA meeting.
- September 24: Attended TPZ meeting.
- September 26: Met with EDC Chairman to discuss support to EDC.

Miscellaneous:

- September 2: Met with CCSU class conducting the Housing Needs survey.
- September 10: Met with Town Attorney re re-sales at Hopkins Village.
- September 12: Attended Hoarding Task Force kick-off meeting.
- September 19: Site visit with resident re blight complaint on Robbins Avenue.
- September 22 and 24: Interviewed applicants for ZEO position (all day).
- September: Received and responded to or initiated approximately 684 emails to and from to citizens, applicants, staff and elected/appointed officials.
- September: Received and responded to approximately 57 phone calls from citizens, applicants, staff and elected/appointed officials.

**TOWN ENGINEER**

- During the month of September, forty-three excavation permits were issued:
  - 27 gas lateral permits
  - 13 driveway permits
  - 1 gas main permit
  - 1 MDC Trench
  - 1 MDC Covers
- Engineering staff continues to meet with a number of residents and/or applicants (monthly) and discuss and perform site analysis as it relates to future Inland Wetlands applications. Engineering continues to serve the public with requests for mapping and other engineering resources, information, etc. the Town Engineer, as Agent to the Inland Wetland Commission approved one application I.W. Application 2014-12AA, 169 Forest Drive, installation of deck in the Upland Review Area.
- The MDC has completed the major operations on the Church Street and Windmill Lane Sanitary Reconstruction project. The timeline for final restoration efforts are schedule for late summer/fall of 2014. Trench restoration, milling and paving of the roadway sections are now completed on both Church Street and Windmill lane. VMS (MDC contractor) is currently commencing final restoration efforts that include operations consisting of, but not limited to: curb and apron installation, backfilling and seeding of new curb line and restoration of the staging area.
- The Town Engineer attended the monthly Inland Wetland meeting as staff Agent.
- The Town Engineer attended the monthly CRCOG Transportation meeting.
- The Town Engineer attended the monthly Department Head Staff meeting.
- The Town Engineer attended the monthly Public Works staff meeting.

- The Town Engineer continues to coordinate meetings with Town Staff and MDC to facilitate the numerous projects both design and implementation as it relates to the “Clean Water Project” initiative. The MDC will be conducting the final “sub-area” improvements as part of the Pipe lining project # 2009-61. This project involved the cleaning, lining (sewer pipes) and rehabilitation of manholes through-out town. This re-construction effort is a non-excavation technique that re-lines the pipe, therefore improving structural integrity (service life), flow characteristics and impedes infiltration of ground water. The last section of lining is an interceptor pipe located in the vicinity of Town Hall. Additional information regarding this project is available on the Town of Newington website.
- The Town Engineer continues to meet with the M.D.C. as they further develop plans for the Cedar Street and Willard Avenue area. This M.D.C. project (2011-73) will involve upgrades to both water and sewer infrastructure at the above prescribed locations. Engineering has coordinated meetings with various town departments and stakeholders (B.O.E., Housing Authority) directly related by the proposed activities. The M.D.C. currently estimates the project at 80% design completion with bidding scheduled for the spring.
- Engineering has provided the necessary construction survey (layout) to facilitate the Public Works crews construction efforts of Atwood Street. The Street has been reconstructed over the months of August & September. Minor related construction appurtenances remain such as: scheduling the sidewalk contractor, turf establishment in the areas disturbed along the curb line.
- Engineering staff prepared the design plans necessary for the re-construction of the parking area at the Kellogg school. This pavement rehabilitation project will involve the replacement of pavement base material, building access ramps and a new pavement surface. This pavement rehabilitation project is located on the north western side of the school. Engineering has provided construction survey to facilitate construction activities to be performed by D.P.W. forces.
- Engineering Staff continues to review sidewalks and develop estimates for both the roadway R.O.W. and concrete walk and ramp replacement associated with B.O.E. re-construction projects. “Mudjacking” (leveling walks) has been conducted in the area of Kellogg School. Harding Avenue received both treatments of sidewalk repair/replacement including sections of walk on Main Street. Engineering continues to administer and coordinate concrete work on and around schools as part of a “safe route initiative”. Additionally, Engineering is reviewing and consulting with the State of Connecticut to address the sidewalks and ramps associated with the D.O.T. signal improvement projects. The D.O.T. is preparing (designing) walk replacement as part of signalization projects scheduled to be bid in 2015. The Engineering Department has met with the D.O.T. (preliminary design) in an effort to “dove tail” operations in conjunction with future intersection (traffic signal) improvement projects.
- Engineering staff continues to assist consultants with the LID aspects (requirements) for recent TPZ applications. Sites are now required to incorporate L.I.D. techniques and methods to manage stormwater runoff. Engineering continues to educate and develop the necessary resources to assist design professionals with this new town regulation, stormwater requirement. Engineering has additionally assisted Zoning with the plan review, education and design support (with applicants) in the development of residential site plans required to incorporate LID methods and techniques.
- The Engineering staff has been monitoring (spot observations) the progress and improvement associated with the Harvest Ridge Subdivision. The Subdivision is located between Shady Hill Lane and Rockledge Drive. Currently, the remaining four (4) parcels have been prepared (blasted) for foundation installation. The roadway base has been installed including all drainage and utilities in preparation for the sites.
- Engineering staff is currently preparing estimates for the C.I.P. (FY 2015-16). These estimates are both for engineering related infrastructure and other projects for various departments. The preparation of these estimates will require research, field reconnaissance (or survey), conceptual design and calculation efforts.

## **BUILDING DEPARTMENT**

- Two permits were applied for residential houses. They will be built at 6 Harvest Court and 8 Harvest Court.
- A permit was issued to install new led style light fixtures at the Lucy Robbins Welles Library.
- There were two Certificates of Occupancy issued in September. Both were for residential. They were for 7 Harvest Court and 68 Harvest Court.
- Seminars attended by our Inspectors for their continuing education credit were:  
D. Jourdan - Technology update & view permit – September 18, 2014

- R. Smith - Overview of Changes to the IRC – September 3, 2014
- A. Hanke - Overview of Changes to the IRC – September 12, 2014
- Overview of NFPA 1 with Respect to Hazmat Codes – September 22, 2014

- Building Department activity for the month of September was as follows: The Inspectors completed a total of 120 Inspections. They were: A/c Installation, Above Ceiling (2), Apartment Inspection (5), Boiler (3), CO (5), (Decks (3), Electrical (10), Final (52), Footing (2), Framing (1), Gas Line (14), Insulation (2), Pools (2), Roofing (2), Rough (13), Site Visit (3).
- The total number of Building/Renovation Permits issued for the month of September was **198** producing a total permit value of **\$1,943,030.00**.

They are categorized as follows:

<u>TYPE OF PERMIT</u>	<u># OF PERMITS</u>	<u>VALUE OF PERMITS</u>
ADDITIONS / ALTERATIONS	26	289,982.00
DECK	5	32,150.00
DEMOLITION	1	32,500.00
ELECTRICAL	44	91,300.00
FENCE	0	0.00
FIRE SUPPRESSION / SPRINKLER	0	0.00
FOOTING / FOUNDATION	0	0.00
FUEL TANK	3	3,100.00
GARAGE / SHED	3	11,050.00
MECHANICAL	51	291,141.00
NEW COMMERCIAL	1	0.00
NEW MUNICIPAL	0	0.00
NEW RESIDENTIAL	2	403 560.00
PLUMBING	23	42,048.00
POOL	0	00.00
ROOFING / SIDING	31	703,901.00
SIGN	7	41,040.00
TENT	1	1,258.00
TRAILER	0	0.00
<b>TOTAL</b>	<b>198</b>	<b>\$1,943,030.00</b>

The total Building income fees received in the month of September was **\$23,742.00**.

The total fees for other income were as follows: Town Planning and Zoning (Applications/Publications) \$505.00, Environmental \$120.00, Conservation \$1100.00, Zoning Board of Appeals \$75.00, Copies, Books and Maps \$105.50, Driveway / Excavation \$1400.00 Engineering copies \$164.00. The other total income is \$3469.50.

Below is a comparison of the Permit Values for September 2014 and September 2013:

	<u>2014</u>	<u>2013</u>
Value of Permits issued for September:	\$1,943,030.00	\$1,518,606.00
Fees for Permits issued for September:	\$23,742.00	\$20,950.50
Other income Fees for September:	\$3,469.50	\$6,911.00
Building Permits Issued for September:	198	142

Total Value of Permits and Permit Fees for the Fiscal Year:

<u>2014-2015</u>		<u>2013-2014</u>	
<u>Value</u>	<u>Permit Fee</u>	<u>Value</u>	<u>Permit Fee</u>
\$4,820,891.00	\$58,930.00	\$5,397,635.00	\$69,201.00

### **HUMAN SERVICES**

- The Food Bank assisted 171 households, with 735 bags of groceries distributed. 306 households have been determined eligible and registered for the holidays so far.
- Open Air Market served 138 households during 2 bi-weekly distributions this month.

- The Clothing Closet served 20 households, providing 23 bags of clothes.
- The Special Needs Fund assisted 11 households with 11 bills, 7-utility (5 of which were emergency oil deliveries), 2-housing, and 2-medical. 7 bills were for senior residents.
- The Human Services Department worked closely with the police, schools and family in response to a suicide. We assisted in the coordination and provision of crisis intervention services at two schools, as well. Grief support services are ongoing.
- The Social Casework Program continues to be busy with 106 cases. 41 were new referrals.
- CCSU Social Work student, Emily Mednick, began a 2 semester internship with our department.
- The Youth and Family Counseling Program had a caseload of 11 Clinicians provided 26 clinical therapy sessions with a total of 31clinical service hours.
- A parent education/support group is being offered October-November, and we are developing a social skills group for youth identified to be on the autism spectrum. A grief group is also being developed for some high school students.
- A Depression Forum will be held on October 8<sup>th</sup> at 6:30pm to provide valuable information and resources for the community. Depression screening will also be offered.
- The department initiated and hosted a statewide meeting to address hoarding concerns across the state in an effort to join together and develop a statewide task force and protocol to address the safety and underlying mental health issues of these situations. The response was overwhelming with more than 100 people in attendance from all corners of the state. Representation came from fire, building, police, senior & disabled housing, municipal social and senior services, DCF, DSS, Elderly Protective Services, health, animal control, insurance and the courts. Channel 3 covered the meeting, as well. A second meeting is planned for November 5<sup>th</sup>, to move forward and develop a plan. Part of the plan will include the development of a spring conference.
- As of September 30<sup>th</sup>, 73 youth registered for Fall SCORE programs, with a significant number of 5<sup>th</sup> graders new to SCORE.
- A new initiative called SUCCESS, is replacing the former ROPE program in the schools this year. The new program has us working with 5<sup>th</sup> graders, instead of 6<sup>th</sup> graders, allowing us to teach good decision-making skills/choices earlier. This will continue to be part of the Health & Wellness curriculum and will be co-facilitated bythe wellness teachers and our Youth staff at MKMS and JWMS. SUCCESS is a collaborative design emphasizing self-esteem, health social interactions and positive youth development.
- The Challenge Course had record breaking September activity with 298 participants. October and November are also expected to be quite busy.
- Fall activities are planned for the NHS Self-Awareness class. This will involve in-school and off-site sessions including adventure-based activities such as hiking, the challenge course and at least one community service project. This group is comprised of Juniors and Seniors.
- Thus far, 22 youth are registered for the Adventure Builds Bridges with Youth & Police program. The program begins in October on the Newington Challenge Course.
- There were 4 requests for community service. 40 hours were completed, with some service continuing in October.
- There were no JRB referrals this month.
- Several staff attended workshops, trainings and meetings throughout the month.

### **September 2014 Statistics**

<b>Selected Programs</b>	<b>FY 14-15 Undp. Total This Month</b>	<b>FY 14-15 Undp. Total Last Month</b>	<b>FY 14-15 Cum. Undp. Total YTD</b>	<b>FY 13-14 Cum. Undp. Total YTD</b>
<b>Youth and Family Counseling</b>	<b>11</b>	<b>9</b>	<b>14</b>	<b>40</b>
<b>Positive Youth Development</b>	<b>358</b>	<b>182</b>	<b>1069</b>	<b>830</b>
<b>Information and Referral</b>	<b>739</b>	<b>578</b>	<b>1912</b>	<b>1326</b>
<b>Social Casework Cases</b>				

<b>Under 55 = 61 Over 55 = 45</b>	<b>106</b>	<b>113</b>	<b>185</b>	<b>160</b>
<b>Food Bank Households</b>	<b>171</b>	<b>169</b>	<b>531</b>	<b>470</b>
<b>Special Needs</b>	<b>11</b>	<b>14</b>	<b>32</b>	<b>29</b>



## **SENIOR AND DISABLED CENTER**

- September marked the substantial completion of the various renovation projects around the Center. These include the Fitness Center, the Coffee Shop, the Pool Room and the Main Office. A few minor details remain. The Center contributed much of the funding for these projects through donations and fund raising.
- Final arrangements were made with the IT Department to begin a wiring project that will improve wireless internet access in the building. This is increasingly important as more of the programs and services become browser based. It will also allow open wifi access for participants. Again, the Center contributed much of the funding for this project.
- Staff from the American Eagle Federal Credit Union volunteered at the Center on September 26<sup>th</sup> as part of the Day of Caring. They painted the pool room and tended gardens at the front and side of the Center and in the island near the new canopy.
- The Berlin VNA began offering blood pressure screenings this month and will continue to do so on alternating Thursdays. The Newington Volunteer Ambulance Corps had offered this service for several years and participants were pleased to see it continue when the NVAC was no longer able to staff it.
- The award winning film Philomena was shown on the big screen in the auditorium on September 12 with refreshments sponsored by Health New England.
- A new 8 week session of the Matter of Balance program started at the Center this month. This program is funded by a grant from Jefferson House Institute and the Center coordinates it in a 5 town region.
- On September 18<sup>th</sup> Health New England sponsored a free bone density screening which can determine if a person is at risk for osteoporosis. 30 screenings were done.
- Mariane Herrold from Bel air Manor spoke about heart related issues and provided a heart healthy lunch on September 19<sup>th</sup> to a sell out crowd.
- Both the Senior Club of Newington and the AARP Chapter 697 resumed their meetings this month. Although both clubs are experiencing decreased membership, they remain strong.
- The Center currently has 1702 paid members. For the first time members were asked to indicate if they were veterans and 107 indicated that they are. There are 791 residents registered for Dial-A-Ride.
- There were 200+ opportunities to participate in programs at the Center in the month with some one time programs and others ongoing as well as several opportunities that are daily with a total recorded attendance of 3406 by 572 people.
- Dial-a-Ride provided 1753 trips covering **4422** miles during regular hours. The total number of riders was 142.
- Center staffing was complemented by 647 hours of unpaid service in 235 instances by 55 volunteers.

## **PARKS AND RECREATION**

### Administration

- Superintendent met with residents to address various issues and concerns.
- Superintendent met with the Athletic Director on various issues.
- Superintendent met with Lou Jachimowicz involving school projects.
- Superintendent met with staff regarding various work assignments and issues.
- Superintendent met with Town Engineer on various projects.
- Superintendent met with members of the Public Works Committee.

### Recreation Division

- Registration for fall programs began on Friday, September 3 for Newington residents. Registration for non-residents began on Friday, September 17.
- The school year at Creative Playtime Preschool Program began on Wednesday, September 3<sup>rd</sup>.
- Training was held at Newington High School for all aquatics staff members on Wednesdays, September 10<sup>th</sup> and 17<sup>th</sup>.
- Most fall programs began in early October with a few programs that began in late September.
- Staff met with a representative of Dick's Sporting Goods on September 24 to discuss Dick's Community Marketing Program.
- Planning for the Youth Basketball season has begun—a new Boys and Girls Kindergarten clinic will be offered this season. Separate flyers were distributed to schools to introduce the new Kindergarten program.

- A t-shirt design contest is being held for Newington students in grades K through 8 to design the shirt for our Youth Basketball program. Contest ends on December 1.
- Women's Volleyball League meeting with team reps was held on September 16. There are 6 teams participating in the league this season that starts on October 14.
- Representatives from fall and winter Youth sports' leagues that fall under the Parks & Recreation umbrella met on September 16 to discuss field and facility requests, including use of the synthetic turf field.

#### Parks and Grounds

- The pruning of the schools was completed early in the month along with the weeding of the planting beds.
- Town crews delivered tables and chairs to the Town Municipal Parking Lot for the annual Waterfall Festival.
- Crew members continue the work of repairing the deteriorating irrigation system at the Newington High School.
- Crew members completed stump grinding for trees removed at three locations on Welles Dr.
- Crew members graded and seeded the area of West Meadow Cemetery where the new chapel addition is going.
- There were 9 interments in town cemeteries this month.
- Division personnel were offline a total of 42 days this month.

#### LIBRARY

- The Library Board of Trustees held its annual meeting and 75<sup>th</sup> anniversary celebration on Sunday, September 14. It was an afternoon of some library business, volunteer recognition, celebration and great entertainment with guest speaker New York Times best-selling author William Landay. At the annual business meeting new officers were elected; Anna Eddy as President, Diane Stamm as Vice President, Judy Igielski as Secretary, and Iris Larsson as Treasurer and State Representative Sandy Nafis presented a General Assembly proclamation recognizing the Lucy Robbins Welles Library 75 years of service to the community. The Library Board recognized individuals and organizations for their service to the library. Honorees included American Eagle Federal Credit Union Foundation, Healthy Body Massage Therapy, Scott Hoagland, Chili's Bar & Grill, Newington and former Library Board Trustee Anthony Palermino. In addition, Henry J. Borawski and Heidi and Richard Friedman were inducted into the Legacy Society for their bequests to the library. After the business meeting, cake and punch were served to celebrate the 75<sup>th</sup> anniversary. At 2:00 p.m. William Landay spoke to a packed audience about his book *Defending Jacob* and his life as a writer. Being a former prosecuting attorney, his background and insight into the legal system and how it was used in the book was fascinating. He was very engaging and very gracious with the audience. 150 people attended this afternoon event.
- The *Investigate One Book @ the Library* ended on September 14<sup>th</sup>. Throughout the summer library patrons were encouraged to read New York Times best selling book *Defending Jacob* by William Landay. Three book discussions were held as well as a Crime Scene Investigation program with the Connecticut State Police that related to the topic of the book. 35 copies of the book were purchased in multiple formats and were constantly checked out during this time. The program culminated with William Landay's presentation at the Library Board of Trustees Annual Meeting & 75<sup>th</sup> Anniversary Celebration. This community-wide reading event was a great way to bring people together to read and discuss a very thought provoking book.
- Assemblies were held at all elementary and middle schools to give special recognition to all of the summer reader participants. A presentation of science experiments by the *Discovery Museum* entertained the younger students and certificates were awarded. The children staff was once again present at the Open Houses for all of the elementary and middle schools as well.
- The Library was one of 30 libraries that participated in the *Passport to Connecticut Libraries* program that ran from September 2 – September 30. This program encouraged patrons to visit participating libraries throughout the state to make them aware of the power of their library card. In Connecticut, people can use their library card at any public library. For the program, patrons picked up a passport at the library and then were encouraged to visit at least 5 participating libraries. At each library their passport was stamped and a small prize was given to the person for making the effort to go to the library. Once the passport has been stamped by at least five different libraries, it is entered into a statewide drawing to win a \$150 gift card for adults and \$100 gift card for children. There were two of each prize. 44 passports were given out to patrons to use and the staff stamped 130 passports.

- Personnel: Carlene Peterson began her new position as the part-time technology/reference librarian. Jennifer Hebert began her new position as part-time reference librarian, filling Carlene's former position.
- Teen librarian Bailey Francis worked with the Institute of Living in Hartford to create a book recommendation list of mental health books for teens (both fiction and non-fiction).
- The Children's Department offered 44 programs to 2,572 children and their caregivers. Two new programs kicked-off in September; *Let's Make Music Together* for children ages 2-4 who get to experience music together and *Half-Day FUN*, a drop-in program for children on the Tuesdays each month that the Newington schools close early. Other highlights include *Babies, Books & Bubbles*, *Construction Club*, *Cookbook Club* and *Pajama Yoga*. In addition, staff continued with regular story times and outreach to daycares.
- Programs for teens and adults numbered 11 to a combined audience of 358. Highlights included *Movies and More* with a viewing of the movie *Noah*, *Native and Easy-Care Shrubs* with CT Master Gardener Deborah Kent and *From Bonnets to Bell Bottoms: A Century of Connecticut Fashion* with guest speaker Karen DePauw from the Connecticut Historical Society.
- The Friends of the Library had a booth at the *Newington Waterfall Festival* and helped sell books by William Landay at the Library Board of Trustees Annual Meeting and 75<sup>th</sup> Anniversary Celebration. Friends are very busy getting ready for their Fall Book Sale that will be held at the Newington Senior and Disabled Center on November 21- 23.
- In technology news, receipt printers were added to several work stations to help assist with the new interlibrary loan system from the library's ILS Sierra. Staff was very busy with technology programs this month. Programs offered were *Twitter 101*, *Encore: Using the New Library Computer Catalog*, and *Get to Know Your iPad*.
- Use of downloadable media continued to be popular. 2,659 ebooks including children's *Tumblebooks* and audio books were downloaded. 680 songs were downloaded or streamed from *Freegal* and 84 digital magazines were downloaded. Popular online resources included *Legal Forms*, *Chilton's Auto Repair*, and *Ancestry.com*.
- In facility related issues, the repair work from the water damage that incurred as a result of a faulty roof drain was completed in September. The final phase was the installation of carpet in the damaged areas. For 3 days, the Quiet Reference Room, the Lienhard Meeting Room and the Children's Program Room were closed off while the carpet was installed. Also during this time the faulty water drain system on the library roof was permanently repaired.
- The Library Board of Trustees House Committee is funding the renovation of the Lienhard Meeting Room to make it a more multi-functional and tech-friendly space. During the month, new light fixtures and acoustic panels were installed, a new storage cabinet was built and installed and new furniture arrived. The furniture included new tables and chairs that can be moved around.

Topics of Interest:

- |  |                                    |
|--|------------------------------------|
| 1. How to make a speech when running for a class office. | 4. Condo insurance laws in CT.     |
| 2. Books about character traits.                         | 5. Printer ratings.                |
| 3. Foods high in potassium.                              | 6. Voting districts and locations. |

<b>Statistics- September 2014</b>	<b>2014</b>
<b>CIRCULATION</b>	
ADULT	20,443
CHILDREN	10,378
YOUNG ADULT	719
DVD'S	5,971
<b>Digital Services</b>	
DOWNLOADABLE BOOKS	2,659
DOWNLOADABLE MAGAZINES	84
DOWNLOADABLE MUSIC	680
DOWNLOADABLE VIDEOS	4
E-READERS	13
<b>Other</b>	
MUSEUM PASSES	71
TOTAL CIRCULATION	<b>31,540</b>
CUMULATIVE CIRCULATION YTD	<b>103,273</b>
DAYS OPEN/MONTH	25
AVG. DAILY CIRC./MONTH	1,262
PATRON COUNT	17,116
AVG. PATRON COUNT	685
SELF CHECKOUT CIRC#	0
REGISTRATIONS-ADULT	68
REGISTRATIONS-JUVENILE	35
TOTAL # CARDHOLDERS	11,437
CONNECTICARD	7,937
RETURNS	22,876
SUNDAY CIRCULATION	0
SUNDAY PATRON COUNT	0
<b>PUBLIC SERVICES</b>	
REFERENCE QUESTIONS - ADULT	3,790
REFERENCE QUESTIONS - CHILD	1,555
TOTAL REFERENCE QUESTIONS	5,345
COMPUTER USE ADULT & TEENS	3198
COMPUTER USE CHILDREN	526
TOTAL COMPUTER USE	3,724
IN-HOUSE DATABASE SEARCHES*	6,152
REMOTE DATABASE SEARCHES*	505
WEBSITE VISITS	5,972
HOLDS ON SHELF PULLED	1,488
ILL--LOANS	2,447
ILL--BORROWS	1,837
PROGRAMS CHILDRENS	44
PROGRAMS CHILDRENS ATTENDANCE	2,572
PROGRAMS TEEN	1
PROGRAMS TEEN ATTENDANCE	1
PROGRAMS ADULT	11
PROGRAMS ADULT ATTENDANCE	357
NOTARY	15
VOLUNTEER HOURS	147
MEETING ROOM USAGE-OUTSIDE GROUPS^	16
MEETING ROOM USAGE-INHOUSE^	46
STUDY ROOM USAGE	300
<b>COLLECTION INVENTORY</b>	
ITEMS ADDED	509
ITEMS DELETED	107
TOTAL LIBRARY HOLDINGS	184,659

\*These figures are being investigated

^Meeting rooms were closed for renovation work for part of September