



Tanya D. Lane  
Town Manager

# TOWN OF NEWINGTON

131 CEDAR STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: Tanya D. Lane, Town Manager  
Date: October 20, 2017  
Re: Monthly Report – September 2017

#### GENERAL ADMINISTRATION

- Mrs. Lane met with the Public Works team to discuss various matters.
- Mrs. Lane met with various organizations such as the Central CT Health District and Newington.
- Mrs. Lane worked with staff on enforcement of various blighted properties.
- Mrs. Lane met with staff, union and legal representatives regarding personnel issues.
- Throughout the month, Mrs. Lane met with various residents and constituencies to dialogue about their concerns.
- Mrs. Lane attended the Town Hall Renovations Project Building Committee meetings.
- Mrs. Lane participated in interviews with final candidates for the Town Engineer position.
- Mrs. Lane and staff continued with the collective bargaining process for the IPBO (Police) union contract, which expired on June 30, 2017.
- Mrs. Lane attended the Newington Waterfall Festival and the NVFD 100<sup>th</sup> Anniversary Parade.

#### Overtime

Paid overtime during the month of September 2017 was as follows: Note that overtime costs include all instances and may be charged to non-operating budgets (i.e. road projects).

<b>HIGHWAY DEPARTMENT</b>	<b>Overtime Hours</b>	<b>Cost</b>
VEHICLES AND EQUIPMENT	28.2	\$ 1,400.68
WEEKEND STAND-BY AND CALL-IN	20.0	\$ 904.64
ROAD MAINTENANCE	3.0	\$ 138.79
NEWINGTON HIGH SCHOOL	22.5	\$ 1,054.89
ANNA REYNOLDS SCHOOL	27.6	\$ 1,250.19
JUDD LANE	2.0	\$ 88.59
WATERFALL FESTIVAL	12.9	\$ 545.15
<b>TOTALS</b>	<b>116.2</b>	<b>\$ 5,384.93</b>
<b>PARKS AND GROUNDS DIVISION</b>	<b>Overtime Hours</b>	<b>Cost</b>
Turf & Grounds Maintenance	77.0	\$ 4,421.24
<b>TOTALS</b>	<b>77.0</b>	<b>\$ 4,421.24</b>

<b>POLICE DEPARTMENT</b>	<b>17-18 Budget Overtime Appr.</b>	<b>Overtime Expended 17-18 YTD</b>	<b>16-17 Budget Overtime Appr.</b>	<b>Overtime Expended 16-17 YTD</b>
Administration	\$ 7,459.00	\$ 860.64	\$ 7,459.00	\$ 0.00
Patrol	619,212.00	168,383.80	609,919.00	174,299.79
Investigation	83,451.00	19,778.17	83,433.00	5,024.90
Communication	170,443.00	44,140.18	170,443.00	52,466.68
Education/Training	130,461.00	15,941.25	130,461.00	26,205.16
Support Services	37,113.00	8,794.81	36,261.00	7,572.26
Animal Control	1,442.00	0.00	1,211.00	0.00
<b>Total</b>	<b>\$ 1,049,581.00</b>	<b>\$ 257,898.85</b>	<b>\$ 1,039,187.00</b>	<b>\$ 265,568.79</b>
<b>HIGHWAY DEPARTMENT</b>				
Highway Operations	\$ 26,494.00	\$ 5,453.43	\$ 25,212.00	\$ 9,680.04
Snow and Ice Control	157,488.00	0.00	148,440.00	0.00
Traffic	3,861.00	427.39	3,702.00	1,625.87
Vehicles and Equipment	31,234.00	5,819.62	29,949.00	4,598.86
Leaf Collection	32,312.00	0.00	48,989.00	0.00
<b>Total</b>	<b>\$ 251,389.00</b>	<b>\$ 11,700.44</b>	<b>\$ 256,292.00</b>	<b>\$ 15,904.77</b>
<b>PARKS AND GROUNDS</b>				
Parks and Grounds	\$ 82,866.00	\$ 29,710.57	\$ 77,091.00	\$ 23,235.74
Cemeteries	15,653.00	1,331.10	15,012.00	1,139.77
<b>Total</b>	<b>\$ 98,519.00</b>	<b>\$ 31,041.67</b>	<b>\$ 92,103.00</b>	<b>\$ 24,375.51</b>

## **PERSONNEL**

- Town Engineer Chris Greenlaw resigned May 12<sup>th</sup>. The public posting for the position was extended until July 21<sup>st</sup>. The interview process continued in September.
- Parks & Grounds/Cemeteries Supervisor gave notice to resign effective September 22, 2017. A public posting for the position was posted on September 14<sup>th</sup>. Interviews will be in October.

## **RISK MANAGEMENT**

The second month of the 2017-18 plan year produced a combined paid claim total that was lower than those estimates that were developed at renewal. The monthly claims for the 2017-18 plan year were estimated at \$917,072. The total paid claims from the Health Benefits Fund for August 2017 were \$653,162. 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>Claims for August, 2017</u>		
	Town	Board of Education	Total
Estimated Claims	498,518	1,335,626	1,834,144
Actual Claims	419,685	1,013,988	1,433,673

## **FACILITIES MANAGEMENT**

The Facilities Director attended the Public Works Team meeting during the month of September. Attended Town Council Meeting & Staff Meeting.

### Work Order Completions

The Facilities Maintenance Department has completed 47 formal work orders during the month of September at various Town Buildings.

### Town Hall

Ongoing roof repairs continue throughout the building on an as-needed basis when leaks occur. Life safety inspection was done for all emergency lighting throughout the building and repairs were made.

### Highway Garage

Work is complete on the oil to gas conversion of all the heating units and the admin unit including final air balancing and duct cleaning. Installation of the new lift was completed by Ray Jurgen Company. Completed the removal of both underground fuel tanks (2000 gallon heating oil tank & 10,000 gallon diesel fuel tank).

### Mill Pond Park

Met with insurance adjuster on the fire damage to the concession building at Mill Pond Park. The building has been fenced off until construction is completed which should start in November.

### Fire House 5

The generator and the upgrade of the electrical service to the building has been completed. All lighting has been upgraded to LED for greater energy savings.

### Library

New heaters were installed in both 1<sup>st</sup> floor bathrooms. Life safety inspection was done on all emergency lighting throughout the building and repairs were made.

### Senior Center

Life safety inspection was done throughout the building and repairs were made.

## **INFORMATION TECHNOLOGY**

The Town's Information Technology team consists of Mr. Paul G. Boutot, CGCIO-Chief Information Officer, Mr. John Bolduc, Network Administrator/Project Leader, Mr. Scott Hoagland, Mr. Steve Pollock, Network/Application Specialists and Mr. Kevin Daley, GIS Technician.

During the course of the month they participated, assisted and/or were directly involved in:

- Closing 87 help desk work orders.
- Attending an online webinar training session on using advanced features and functionality on the Town's new website;
- Upgrading the Town's backup appliance and agents to the latest builds;
- Installation and configuration of antivirus protection on the Town's new email servers;
- Migrating all user accounts to the Town's new email server(s);
- Adjusting firewall settings to accommodate email server migration;
- Re-imaging the operating systems on all thin client devices in preparation of a significant upgrade to the Town's remote desktop and application publishing servers;
- Adding additional reporting functionality and automated updates to a newly developed GIS web based dog application to be used internally by authorized staff;
- Developing a GIS web based application that allows authorized Town staff to search Town data sets for permitted business uses within the town by parcel zone type;
- Upgrading the Town's high availability pair of Citrix Netscaler appliances in preparation of a Citrix farm upgrade;
- Working with the Parks and Recreation's vendor, Vermont Systems, on the design and mock-up of WebTrac portal. Once deployed, WebTrac will allow web based interactions with Parks and Recreation programs and registrations;
- Continued testing and simulated deployment scenarios of the Town's full disk encryption product. Additional setup, testing and simulated deployments will be needed before the solution is brought into production;
- Initial installation and pre-configuration of the Town's new multi-factor authentication solution. Additional setup, testing and simulated deployments will be needed before the solution is brought into production;
- Creating scripts to assist with the migration of users to the Town's new email servers;
- Upgrading and migrating Engineering Department staff to Carlson Civil 2018;
- Deploying Google Earth software on selected Police Department workstations;
- Upgrading various firmware upgrades and patches to mitigate security threats;
- Attending departmental, staff or regional meetings as needed or required.

**FINANCE**

**Accounting and Administration**

- New Director of Finance, Ms. Janet Murphy, started on September 11<sup>th</sup>.
- Work continued on the 2016-17 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 2016-17 and 2017-18 “opened.”
- On September 27<sup>th</sup>, in accordance with the Memorandum of Understanding, the 2016-17 Health Benefits Fund settlement was completed with a credit of \$573,205 owed to the Board of Education and the Town side had a positive result of \$331,091.
- Contract negotiations continue with the IBPO.
- Ms. Murphy attended the MDC budget workshop on September 21<sup>st</sup>.

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)  
9/30/2017

	<u>Interest Earnings</u>		<u>\$ Invested</u>
	<u>Budget FY2016-17</u>	<u>Actual Year to Date</u>	
General Fund	\$75,000	\$66,606	\$39,460,923
Special Revenue Funds	8,700	8,963	4,032,356
Capital Projects Funds	1,500	2,461	1,041,354
Internal Service Fund	13,000	4,357	2,078,030
Trust and Agency Funds	4,000	1,822	1,122,768
<b>TOTAL, ESTIMATED BY FUND</b>			<b>\$47,735,431</b>

**INVESTMENTS, BY INSTITUTION TYPE**  
(Unaudited)  
9/30/2017

	<u>Interest %</u>		<u>Interest \$</u>		<u>\$ Invested</u>
	<u>Current Month</u>	<u>Last Month</u>	<u>Current Month</u>	<u>Last Month</u>	
STIF	1.049	1.049	13,480	12,756	15,298,747
Bank North	0.51	0.51	2,007	2,181	2,539,468
People’s Bank	0.32	0.32	661	707	2,600,832
Santander Bank	0.75	0.75	6,345	7,789	10,189,652
Farmington Bank	0.50	0.50	5,815	6,601	10,099,484
Webster Bank	0.98	0.98	5,759	5,125	7,007,248
<b>Total Outstanding Investments</b>					<b>\$47,735,431</b>

*Rates reflect avg. monthly yield, annualized*

**Assessor**

- The elderly tax relief program was completed and all required filings were done with the State of Connecticut in a timely manner.
- Real estate deeds were read and entered in the computer assisted mass appraisal system through the end of September, 2017.
- Income and Expense information from owners of income producing properties was continued to be input into the computer assisted mass appraisal system. Approximately 90% of the reports that were returned have been entered.

- All Personal Property accounts were visited to determine taxable status as of October 1, 2017. New streamlined Personal property declarations were made available to all business owners in Newington through our internet site and by direct mailing. Beginning this year, we revised our declarations to three unique one page double-sided form replacing the existing 11 page booklet.
- Fifty percent of properties with building permits were inspected and collectively provided very little increase to the real estate sector.

**Revenue Collector**

- Collections for September on the 2016 Grand List amounted to \$227,736.56 and back taxes collections were \$73,070.52. Included in the back tax amount was \$2,787.59 which was collected for suspended accounts.
- This year's total collections through September were 51.3% and is substantially lower than what we collected in September of 2016 which was 54.9%. This is due to the fact that the motor vehicle tax bills were not mailed due to the uncertainty of the reimbursement the state would be making to the Town when the Governor signed the State budget and the 32 mill rate cap he signed into law for the 2016 Grand List.
- Demand Notices were mailed to taxpayers who are delinquent on Personal Property and to Real Estate taxpayers who are two or more years behind and are not making substantial payments. Alias Tax Warrants for Personal Property will be assigned to Constables for collection in October.

**TOWN CLERK**

- Revenue for the month of September totaled \$81,036.45.
- There were 80 property transfers for a total of \$25,339,979.64 in sales. State conveyance tax collected was \$257,588.28 and Town conveyance tax collected was \$62,929.95.
- A total of 419 documents were filed on the land records during the month including: 118 mortgages, 141 releases, 20 probate certificates, 11 liens and 23 Foreclosure Registrations.
- A total of five (5) Residential properties each sold for over \$300,000; two (2) Residential properties sold for over \$400,000; and two (2) Residential properties over \$500,000.
- Two Commercial Properties conveyed at: 3310 Berlin Turnpike for \$1,450,000 from MKU LLC to Berlin Turnpike 3310 LLC; 350 Alumni Road for \$12,189,834.28 from Newington Storage LLC to Prime Storage Newington LLC.
- Staff certified and issued 140 copies of vital records (birth, marriage & death certificates), 17 burial permits and seven cremation permits were issued.
- Six Notary Public commissions and 7 Trade Name certificates were recorded.
- There were 74 electronically recorded documents generating \$7,834 in recording fees.
- On September 28<sup>TH</sup> & 29<sup>TH</sup>, the Town Clerk attended the annual Election Conference sponsored by the Secretary of the State. Topics included a review of the Election Management System (EMS), Absentee Ballot procedures & Minority Representation by the SOTS office staff, presentation by Dept. Of Revenue Services concerning e-Recording of Deeds, Presentation by Tom Hennick, Public Information Officer for the Freedom of Information Commission, Presentation by Leann Power, Public Records Administrator for the Connecticut State Library.
- The Town Clerk attended Continuing Education regarding "Using Laughter to Survive Everyday Life", presented by Gina Barreca.

<b><u>DATA SUMMARY SEPTEMBER 2017</u></b>				
	<u>Sept.-16</u>	<u>Sept.-17</u>	<u>FY16/17 to Date</u>	<u>FY17/18 to Date</u>
Land Record Documents	432	419	1379	1,227
Dog Licenses Sold	48	38	399	304
Game Licenses Sold	6	12	17	25
<b>Vital Statistics</b>				
Marriages	31	16	83	48
Death Certificates	28	21	82	59

Birth Certificates	21	13	58	50
Total General Fund Revenue	\$ 37,937.75	\$ 81,036.45	\$ 237,075.00	\$ 175,382.39
Town Document Preservation	\$ 1,121.00	\$ 1,087.00	\$ 3,658.00	\$ 3,285.00
State Document Preservation	\$ 646.00	\$ 658.00	\$ 2,020.00	\$ 1,898.00
State Treasurer (\$36 fee)	\$ 11,448.00	\$ 11,808.00	\$ 35,928.00	\$ 34,056.00
State Treasurer (\$127 fee)	\$ 5,280.00	\$ 5,080.00	\$ 17,907.00	\$ 13,335.00
State Treasurer (\$110 fee)	\$ 7,620.00	\$ 4,730.00	\$ 18,150.00	\$ 15,290.00
LoCIP	\$ 954.00	\$ 984.00	\$ 2,994.00	\$ 2,838.00
State Game Licenses	\$ 164.00	\$ 391.00	\$ 439.00	\$ 743.00
State Dog Licenses	\$ 342.00	\$ 277.00	\$ 2,576.50	\$ 2,021.50
Dog Licenses Surcharge	\$ 122.00	\$ 94.00	\$ 898.00	\$ 688.00
Marriage Surcharge	\$ 209.00	\$ 190.00	\$ 570.00	\$ 475.00
<b>Grand Total</b>	<b>\$ 65,843.75</b>	<b>\$ 106,335.45</b>	<b>\$ 322,215.50</b>	<b>\$ 250,011.89</b>

## POLICE DEPARTMENT

- Patrol Calls for September are as follows:

Abandoned MV	5	Fire Other	10	Missing	4
Administrative	2	Fire Rescue	1	MV Abandoned	3
Alarm Commercial Burg Alarm	62	Fire Structure Fire	5	MV Assist	38
Alarm Hold Up Alarm	9	Fire Stand by	1	MV Complaint	53
Alarm Residential Burg Alarm	32	Fire Trouble Alarm	4	MVA Evading	11
Animal Complaint	19	Fire Vehicle Fire	0	MV Fire	0
Assault	5	Fire Water Problem	0	MVA Injury	15
Assault in progress	0	Fireworks	3	MVA Property Only	100
Assist notification	1	Follow-Up	36	Neighbor	16
Assist Other Agency	31	Found Property	4	Noise	25
Bad Check Insufficient Funds	0	Gun	0	Open Door/Window	8
Breach of Peace/Disorderly	13	Harassment	11	Parking Violation	15
Burglar Alarm	4	Hazard	32	PD Assist Fire Dept.	35
Burglary	6	Hazmat	1	Pistol Permit	15
Car Seat	0	Hold Up Alarm	2	Prisoner Care	1
Check Welfare	55	Homicide	1	Property Found	7
Check Welfare 911	50	Illegal Dumping	1	Property Lost	3
Check Welfare Other	4	Intoxicated	5	Residential lockout	1
Clear Lot	5	Juvenile Complaint	12	Recovered Stolen MV	0
Construction	0	K9 Assist	3	Robbery	0
Court Detail	6	Kidnapping	0	Roll Call	3
Criminal Mischief	4	Landlord / Tenant Dispute	1	Serve Subpoena	1
CSO	0	Larceny	67	Serve Warrant	26
Customer Dispute	10	Larceny from MV	24	Sexual Assault	1
Dog Complaint	41	Lift Assist Only	6	Shots fired	1
Domestic	21	Local Traffic Authority	6	Specific Detail	103
Drug	6	Location Check	138	Stolen MV	7
DUI	3	Location General	21	Suicide	0

EDP	18	Lockout Building	1	Suicide Attempt	4
Escort / Transport	5	Lockout MV	0	Sudden Death	0
Escort Funeral	1	Lost Property	4	Suspicious MV Unoccupied	16
Escort Other	3	Medical Alarm	25	TEST	0
Fingerprint	13	Medical Cardiac	19	Suspicious Report	139
Fingerprint	5	Medical Complaint	143	Threatening	4
Fire Alarm	28	Medical Diabetic	10	Tow	10
Fire CO Detector no symptoms	1	Medical Fall	42	Town Ordinance Violation	2
Fire CO Detector with symp.	0	Medical Other	38	Traffic Stop	283
Fire Extrication	2	Medical Respiratory	21	Trespass	9
Fire Hazmat	1	Medical Stand by	2	Unknown	0
Fire Special Detail	1	Medical Trauma	2	Water problem	0
		Medical Unresponsive	8	<b>Total</b>	<b>2198</b>

- In September, Detective Division:
  - On September 21, 2017 Newington Police responded to a citizen report of a woman lying inside the front door of 52 Gilbert Rd. The citizen reported the woman appeared to be deceased. The first officers on scene found an adult female that had serious injuries and appeared deceased. An adult male that had serious injuries was later discovered inside the home. The male was transported to a local hospital for treatment of his injuries. The individuals involved were later identified as Patricia Torbicki age 46 of 52 Gilbert Rd. and her husband Michael Torbicki age 45 also of 52 Gilbert Rd. Michael Torbicki remains hospitalized. The incident was determined to be a Homicide and is currently under investigation by Newington Detectives.
  - During the month of September, Detectives participated in oral board interviews and conducted a number of background investigations on applicants for the position of Police Officer as part of our current recruitment and hiring process.
  - During the month of September, Detective Brendan LaChance attended a two week block of training and completed his certification as an Accident Reconstructionist. This course was the last of three required two week training classes to become a Reconstructionist. Detective LaChance is assigned to the Mid-State Accident Reconstruction Squad which is responsible for the investigation and reconstruction of serious and/or fatal motor vehicle accidents in the mid-state region.
  - Handled 74 investigations, 65 remain ongoing, 0 suspended, and 9 were closed by investigative methods.
  - Served 16 arrest warrants, 13 by Patrol Officers and 3 by Detective Division personnel.
  - Warrants on file 119.
- In September, the Community Service Officer (CSO):
  - Coordinated Over the Edge at Mohegan Sun. Funds raised support Special Olympics CT. Chief Clark, Lt Morgan, and Sgt. D'Esposito rappelled down 32 stories at Mohegan Sun to raise these monies.
  - Continued to coordinate the internship program for Kendall Sutton and Christopher Nguyen.
  - Co-chair of the 2nd annual Newington Police and Fire Golf Classic to be held on October 3, 2017.
  - Attended a 3 day Rape, Aggression, Defense training class in an effort be able to host a class for female Newington residents. CSO is now certified.
  - Participated in a car seat clinic with Plainville, Southington, and Farmington Police Departments along with St Francis Trauma Unit.
  - Held a Neighborhood Blockwatch meeting for Cheney Lane/Goodale Drive residents. Discussed what's working, what's not, and answered any questions presented.
  - Attended Active Shooter Training.
  - Maintain social media accounts.
  - Installed/checked resident's child safety seats.
- In September, the Animal Control Officers had the following activity:
  - 1 Dog Bite w/human/0 Feral Cat Bites w/human.
  - 9 Impounds – 1 redeemed, 5 sold as pets, 0 euthanized, 0 Quarantine, 3 carry over to October.
  - 0 Infraction written.
  - 95 Incoming Phone Calls.
  - 8 Wethersfield Mutual Aid Calls – not all these calls are easily identified in CAD.
  - 14 Written Warnings.
  - 19 delinquent dog license letters went out.

- In September, Patrol Division:
  - **Narcotics Violation** - On 9/2/17 at approximately 0058 hours, a Newington officer was on patrol when he observed a vehicle in front of him cross over the double yellow lines two times. The officer felt the driver may be intoxicated and stopped the vehicle. The officer spoke to the driver and advised him the reason for the traffic stop. The officer then noticed that the driver was extremely nervous with his hands shaking and was having a difficult time communicating with the officer. The officer asked the driver if there was anything illegal in his vehicle because the officer believed that the driver was acting strange. The driver stated there was nothing illegal in the vehicle and the police could search the vehicle if they wanted to. Officers asked the driver to step out of the vehicle, but the driver started to become agitated. During this time, officers observed a clear bag containing marijuana in the vehicle. Officers advised the driver to step out of the vehicle. The driver refused to get out and continued to argue with the officers. At one point, the driver attempted to start the vehicle in an attempt to drive away. Officers were able to remove the driver from the vehicle where the driver struggled with the officers. The driver was then taken into custody and his vehicle and person were searched. During this time, the officers a large quantity of money in the pant pocket of the driver. Officers also located a black book bag in the rear passenger seat with what appeared to be more clear bags with green leafy plant-like substance consistent with what was found on the driver. Officers also located a bag containing what appeared to be "mushrooms" (Hallucinogens). The suspected marijuana was weighed approximately 372.5 grams and the suspected hallucinogens weighed approximately 250.4 grams. Officers also located a white powdery substance they identified as powder cocaine. As officers continued to search, they located additional narcotics and paraphernalia. Based upon the above facts and circumstances, the driver was arrested for violation of C.G.S. 14-236 Failure to Drive in Proper Lane, 21a-279(a) (1) Possession of Controlled Substance More than 1/2 oz. Cannabis, 53a-167a Interfering/Resisting With an Officer, 21a-277(b) Sale of Controlled Substance, 21a-278(b) Sale of an Illegal Drug, and two counts of 21a-279(b) Illegal Possession School Zone.
  - **Assault** – On 9/5/17 officers were dispatched to a business on the Berlin Turnpike for the report of a customer assaulting another customer. The caller/store employee stated that the suspect purchased a knife prior to the assault and that he left the scene in a vehicle. Due to the nature of the call several Newington Police units were dispatched to the area. Upon arrival at the business, officers observed two display racks that had been tipped over and their contents on the floor. Behind one of the racks, sitting on the floor was the victim in the assault. The victim stated that he was walking around the store and was struck from behind by the suspect for no reason. The victim had never seen the suspect before and had only noticed him in the store shopping just prior to the assault. The victim stated that after he was struck by the suspect, he stated that he put his hands up (like a boxer) to defend himself. The suspect then turned and ran out of the store where he entered a vehicle and drove away. The victim stated that when things calmed down after the suspect left, he began to feel light headed and the left side of his head started to hurt. By the time the police arrived the pain had turned into a headache and was getting progressively worse. The store employee stated that the suspect had just purchased a knife in the store and attacked the victim out of nowhere. Officers were able to identify the suspect based on their investigation and located him at his residence out of town. Officers spoke with the suspect who stated that he felt like the victim was following him in the store. The suspect then admitted to striking the victim prior to leaving the store. The suspect appeared to be suffering from some psychological issues and may have been under the influence of narcotics. The suspect was taken into custody and charged with one count of C.G.S. 53a-61 Assault in the Third Degree, one count of C.G.S. 53a-181 Breach of Peace in the Second Degree, and one count of C.G.S. 53a-117 Criminal Mischief in the Third Degree. The suspect was then transported to the hospital for evaluation.

**Property Report September 2017**

Category	# of Counts	Property Value (\$)
Burned	--	--
Counterfeited/Forged	2	\$300
Damaged/Destroyed	12	\$6,702
Vehicle Inventory	0	\$0
Stolen	193	\$89,327
Abandoned	0	\$0
Evidence	91	\$24
Found	10	\$934



Lost	8	\$750
Seized	23	\$22,742
Recovered	59	\$23,645
Impounded	39	\$40,250
Informational	13	\$3,083
<b>Total</b>	<b>450</b>	<b>\$187,757</b>

- Police Department Overtime:

- o Comparison

➤	OT August	\$103,255	3 pay periods
➤	OT August	\$ 94,427	2 pay periods
➤		\$ 8,828	Decrease in overtime

- o During September, 1 officer on light duty, 2 officer vacancies, 1 dispatcher in training, and 1 new dispatcher position vacancy. These vacancies have an impact on the overtime for a total of 5 positions vacant on the schedule in the patrol division and dispatch.
- o Admin overtime \$0, no increase in overtime.
- o Patrol overtime \$59,476, a decrease of \$7,958 (\$12,000 for holiday pay). Overtime included 2 pay periods and the following calls, domestic calls, motor vehicle accidents, prisoner details at hospital, homicide scene, rifle cleaning and ammo inventory, larceny, robbery's, suspicious person, victim transport, honor guard detail, casework, serving warrants, subpoenas, coverage for light duty vacancy, holdovers, booking process, and overtime for time off/vacancies.
- o Detective Division overtime \$8,385, an increase of \$1,649. Overtime included 2 pay periods coverage investigations for robberies, homicide investigation, honor guard detail, search warrants, evidence collection, police candidate backgrounds, and casework follow-ups.
- o Communications overtime \$12,633, a decrease of \$11,465 (\$2,000 for holiday pay). Overtime included overtime for training a new hire, several time off leaves, and staffing for weekends to allow for 2 dispatchers on for all shifts. Light duty personnel were utilized to offset some overtime costs.
- o Education overtime \$9,712, an increase of \$5,587 for training classes consisted of ERT training, Active shooter, CPR and Draeger (intoxilyzer) training.
- o Support Services overtime \$4,221, an increase of \$3,359 (\$1,100 for holiday pay). Overtime included coverage at the Firemen's anniversary celebration, coverage for homicide investigation, and prisoner detail.
- o ACO overtime \$0.

### FIRE DEPARTMENT

Data not available at this time.

### FIRE MARSHAL

- The Fire Marshal's Office completed the following activities during the month of September, 2017.

INSPECTIONS	16
INSPECTION FOLLOW-UPS	45
PLAN REVIEW	5
JOB SITE INSPECTIONS	11
FIRE INVESTIGATIONS	1
FIRE ALARM TROUBLE	4
COMPLAINTS	2
TANK REMOVALS	0
SAFE HOME INSPECTIONS	0
SAFE HOME FOLLOW-UPS	0
HAZ-MAT/HAZARDOUS CONDITION	0
BLASTINGS	3

### Incidents:

- There were no significant fire incidents or injuries reported in September. Responded to **15** fire calls during the month.

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

- Hosted the monthly meeting of the Capital Region Fire Marshals Association at Bertucci's Restaurant.
- Conducted the quarterly Task Force- 51 meeting in Cromwell at the Coles Road station.
- Attended a "Wet Down" Ceremony for the new Rescue Truck and Engine at Company #1 on Main Street.
- Attended the monthly meeting of the Newington Safe Home Committee at Town Hall.
- Attended a meeting with Town staff and representatives from DOT to review the Fenn Road and Cedar Street area traffic light replacement project.
- Participated in the 11<sup>th</sup> Annual Peter Lavery Motorcycle Ride assisting a crew from Truck-1 set-up the American Flag on Main Street.
- Attended a meeting with Town staff and representatives from Vallabhdham Temple on Church Street to review plans for their annual New Year's celebrations.
- Met with the Police Chief and Town Planner to review the progress of the Tilcon property cell tower project.
- Attended a meeting of the 100<sup>th</sup> Anniversary Parade Committee at fire headquarters.
- Conducted inspections of all fire lanes, tents, electrical and propane cooking equipment prior to the start of the Annual Waterfall Festival on Market Square and the Fire Departments' 100<sup>th</sup> Anniversary Celebration at Mill Pond Park.
- Participated in the Departments 100<sup>th</sup> Anniversary Parade and Celebration.
- Attended the 14<sup>th</sup> Annual Connecticut Firefighters Memorial Service at the State Fire Academy. The monument bears the name of the two Newington Firefighters who lost their lives in the line of duty.
- Attended a Table Top Exercise at Farmington Police Headquarters to review and identify response priorities for a bombing and active shooters incident at Westfarms Mall.

### **HIGHWAY DEPARTMENT**

#### Administration

- Continued to meet with residents to discuss various issues and concerns.
- Continued with Landfill closure project tasks.
- Attended Department Head and Public Works Team meetings.
- Attended several Town and DOT construction project meetings.
- Attended Solid Waste Advisory Committee meeting.
- Assisted with Town Engineer interview process.
- Completed "Don't Block the Box" intersection pavement markings and signage improvements.

#### Roadway Maintenance

- Continued with litter pickup/graffiti removal Town wide.
- Highway operators continued with Landfill material processing.
- Continued with Town wide pot hole patching, curbing and top soil repairs.
- Completed pavement repairs at Anna Reynolds School.
- Completed the reconstruction of Judd Avenue.
- Completed sidewalk removal and driveway apron repairs on Brace Road.
- Responded to assist with one eviction for the month – no storage required.
- Assisted with traffic control, signage and temporary road closures for Waterfall Festival and Fire Department Parade.
- Began drainage improvements and parking lot reconstruction (phase 2) at the Highway Department facility.

#### Traffic Division

- Replaced and/or repaired missing/damaged street name and regulatory signs.
- Continued to assist with Food Share set-up.
- Assisted Police Department in the setup of speed boxes.
- Completed line striping at Town Hall and Bus Garage.
- Responded to one after hours call in for malfunctioning traffic light.

#### Fleet Maintenance

- Performed routine preventative maintenance / emergency repairs for all Town vehicles and equipment.
- Continued with the maintenance of all mowing and construction equipment.
- Began the outfitting of new Engine # 1 along with the outfitting of the new ERT trailer.
- Responded to one after hours call in for Police Generator malfunction.

- Mechanics began annual maintenance of leaf machines, leaf collection boxes, blowers and vehicles.
- Began fall services to all Fire Department apparatus and equipment.
- Assisted with the removal of 2,000 gallon underground heating oil tank at Highway Department.
- Assisted with the removal of 10,000 gallon underground diesel fuel tank at Highway Department.

#### Sanitation/Recycling/Landfill

- Scheduled 921 residential bulk items for collection for the month.
- Scheduled 111 condominium bulk items for collection for the month.
- Scheduled 34 condo/residential scrap metal items for collection for the month.
- 1501 tons of cumulative Municipal Solid Waste were collected from July to August.
- 461 tons of cumulative recyclables were collected from July to August.
- 252 mattresses and 141 box springs were collected from July to August.
- 112 televisions were collected from July to August.
- Issued 25 permanent landfill permits and 13 temporary permits for the month.

### **TOWN PLANNER**

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

##### Regular Meeting on September 13, 2017:

- Approved Petition #28-17: Special Permit (Sec. 6.2.4: Free-Standing Sign) at 320 Alumni Road (“The Goddard School”). Seema and Ronley Mavumkal, owner/applicant.
- Approved Petition #24-17: Zoning Regulations Text Amendment (Section 6.2.2: Temporary Sign Regulations). Town Plan and Zoning Commission, applicant.

##### Regular Meeting on September 27, 2017:

- No actions taken.

#### **Town Planner Activities:**

##### Approved, Pending, and Potential TPZ Applications

- Sept. 11: Met with owners of 2719 Berlin Turnpike.
- Sept. 13: Met with owners’ representative for 531 Cedar Street.
- Sept. 20: Met with staff re: “Chick-fil-A” site plans.
- Sept. 28: Met with owner’s rep for 3443 Berlin Turnpike.

##### TOD/CTfastrak/Amtrak Corridor Planning:

- None.

##### Grant-Funded Project Activities

- September: Continued administration of Streetscape Phase VI (Constance Leigh) project.

##### Board and Commission Meetings:

- Sept. 13: Attended TPZ regular meeting.
- Sept. 14: Attended Open Space Committee meeting.
- Sept. 27: Attended TPZ regular meeting.

##### Professional Development/Training:

- Sept. 5: Training on new meeting agenda format.
- Sept. 12: Attended presentation by author of “The Color of Law”.
- Sept. 24: Helped host MS4 workshop presented by UConn.
- Sept. 29: Attended workshop on signage.

##### Miscellaneous

- Sept. 7: Met with Town Manager re: blight enforcement.
- Sept. 13: Attended monthly Public Works Team meeting.
- Sept. 14: Staff meeting with DOT official re: upcoming signal changes on Cedar Street & Fenn Road.
- Sept. 18: Met with Hindu temple officers and COP re: upcoming events.
- Sept. 25: Attended quarterly CRCOG Transportation Committee meeting.
- Sept: Responded to approximately 21 phone messages from citizens, applicants, staff and elected/appointed officials.
- Sept: Received and sent approximately 457 emails from citizens, local business, applicants, staff and elected/appointed officials.

## TOWN ENGINEER

- During the month of September, forty-three excavation permits were issued as follows:
  - Gas Lateral – 23
  - Driveway/Sidewalk – 18
  - Gas Main - 2
- Engineering Staff attended the monthly Public Works Staff meeting and the monthly Inland Wetlands Meeting.
- **Wetlands:** In the month of September, the acting Inland Wetland Agent, Administered two (2) Application(s) via the Agent Approval process. Additionally, Engineering continues to assist in preparation of applications for presentation\review at the regular Inland Wetland Commission meeting.
- Engineering staff assisted residents\applicants in discussion for preparation of future applications. Additionally, the Engineering staff regularly meet and perform field inspections to facilitate the Agent Administered applications.
- **Site Plan Review:** Engineering reviews plans and calculations to ensure conformance with the Town of Newington TPZ, Zoning and Inland Wetland Regulations. Reviewed six (6) site plans.
- **Project Assistance:** Two (2) Highway Dept. projects, three (3) Board of Education projects and two (2) Streetscape observations.
- Engineering staff assisted two training workshops.

## ECONOMIC DEVELOPMENT

- 17-23 East Cedar Street mixed use building being marketed again. Two houses owned by Walter Gaultieri [Roma Tailor]. Received TPZ approval a few years ago. Town Planner review only. Application never submitted. TPZ never approved.
- Vida Doce [in Sculptures Plaza] bakery sold in August. Not sold. Misadvised by Town staff. Spoke with Matt Seguro. Property once listed for sale. No longer. Unhappy with controversy, but pleased with publicity. Open!
- [Further Research] Restaurant chain looking on west side of town is not Golden Corral. Broker claims it's "a step up" from that.
- National Welding: No progress with state budget = No progress with parking lease. Have asked developer for implications of building hotel without garage / build later. Issues with cost, parking, operation of hotel. Town Council might be leaning towards moving forward with hotel only.
- Villas at Cedar Mountain [122 units assisted living + 89 units independent living]: Construction budget refined. Meetings in Chicago with potential equity and debt sources. Some "subtle" cleanup of site. Will be months before construction begins.
- 3333: Environmental remediation continues. Looks like asbestos, PCB'S; also expect solvents and oils. Demo to begin after remediation. New broker hired [CBRE] out of Boston. No price set. Closing date extended.
- Rebuilding of Amtrak Bridge on Cedar Street almost complete. O&G cleaning up 550 Cedar to look better than before project commenced.
- Best Market plaza: Tyler English Fitness opened. Sign still needed. Only two spaces remaining in Best Market Plaza.
- Constance Leigh Drive Streetscape Project progressing [granite curbs, paver sidewalks, cross walks, lighting, street trees, Town center sign]. Eversource caused delays. Eversource to be completed by 10/16/17. Project likely to extend into December.
- GO Health [Fenn Road Shopping Plaza /former A&P Liquors]: has opened.
- 40 Progress Circle [22,000']: Purchased by Polamer Precision for \$1.1 million. Had occupied for years. Will now be landlord instead of tenant. Expect to eventually take over entire space.
- 350 Alumni Road [Planet Self Storage]: Newington Storage LLC sold to Prime Storage Newington LLC [Saratoga Springs, NY] for \$12,189,834. Town appraised value \$2,787,869. 6.2 acres, 92,000', configured for 752 units.
- 151 Kitts Lane: Owner of Rocco's Landscaping purchased in May, 2017 for \$225,000 [.31 acre, 2,000'], has moved his business there and is renovating. Last occupied by A-1 Detailing?

- 2274 BT [next to Medicare Express]: Labcorp open [7:30-4:00]. Blood draws, drug testing, alcohol testing, pediatric collections; NYSE, 50,000+ employees, 60 countries; claims to be larger than Quest.
- 2327-2335 BT: Old Medicare Express space being demo'd for new retail tenant. Occupancy expected by end of year.
- 294-298 East Robbins [former East Coast Van]: *Companions Forever* / Cesar Caceras landscaped embankment across from McDonald's—even though they don't own it.
- 2691 BT: Bedroom Connection for Kids and Teens holding grand opening. Subdivide of Dinette Depot store.
- 2903 BT [Bonefish]: Bonefish still trying to sublet. National commercial brokers out of MA. Erected sign.
- 3075 BT [Jo-Ann Plaza / former Planet Fitness]: Build out underway for Party City. Will relocate from Stop & Shop Plaza on Kitts Lane.
- 3191 BT [former Mobil]: Construction of new gas station has begun. Doesn't appear that approvals have been received from DOT. Working outside of right-of-way?
- 3240 BT [Ruby Tuesday]: Chick-fil-A received TPZ approval but hasn't received sign-off on plans. Engineer has to satisfy infrastructure requirements.
- 123 Costello Road [former Costello Industries]: AAA Service Fleet has moved in.
- Amazon HQ2: Cedarcrest Hospital site.

### **BUILDING DEPARTMENT**

- Four permits were applied for new single family residences. They are located at 50 Harvest Court, 52 Harvest Court, 54 Harvest Court and 56 Harvest Court.
- An Electrical Permit was issued for the Lucy Robbins Welles Library for 2 cat low voltage wiring, 6 cables. 1 for the postage machine, and 1 in the study room #2.
- A Sign Permit was issued for signage for the Goddard School located on 320 Alumni Road.
- A Sign Application was applied for and is under review for the signs for Go Health Urgent Care to be located at 40 Fenn Road.
- There were six Certificates of Occupancy issued in September. Five were for single family residences. They are: 34 Harvest Court, 20 Harvest Court, 93 Stage Coach Lane, 59 Shady Hill Lane, and 2 Harvest Court. One was for commercial – Go Health Urgent Care.
- Seminars attended by our Inspectors for their continuing education credit were:
  - A. Hanke - ICC/ANSI A117.1 and the top 20 Frequently Asked Questions – September 11, 2017.  
2016 CFSC Part IV and the 2012 NFPA 101 – September 14, 2017.
  - K. Kilkenny - ICC/ANSI A117.1 and the top 20 Frequently Asked Questions – September 18, 2017
- Building Department activity for the month of September was as follows: The Inspectors completed a total of 174 Inspections. They were: Above Ceiling (3), Boiler (1), CO (8), Electrical (11), Final (66), Footings (15), Foundations(3), Framing (6), Gas Line (18), Insulation (8), Mechanical (3), Plumbing (1), Pools (1), Rebar (1), Roof (1), Rough (24), Siding (1), Site Visit (1), Slab (2).
- The total number of Building/Renovation Permits issued / applied for the month of September was **165** producing a total permit value of \$1,505,866.00.  
They are categorized as follows:

<b><u>TYPE OF PERMIT</u></b>	<b><u># OF PERMITS</u></b>	<b><u>VALUE OF PERMITS</u></b>
ADDITIONS / ALTERATIONS	17	\$341,664.00
DECK	7	53,470.00
DEMOLITION	0	0.00
ELECTRICAL	45	112,639.00
FENCE	0	0.00
FIRE SUPPRESSION / SPRINKLER	0	0.00
FOOTING / FOUNDATION	0	0.00
FUEL TANK	1	2,400.00

GARAGE / SHED	2	39,866.00
MECHANICAL	35	240,415.00
NEW COMMERCIAL	0	0.00
NEW MUNICIPAL	0	0.00
NEW RESIDENTIAL	0	0.00
PLUMBING	15	29,014.00
POOL	2	24,500.00
ROOFING/SIDING	17	189,028.00
SIGN	5	20,650.00
SOLAR	18	452,220.00
TENT	1	0.00
<b>TOTAL</b>	<b>165</b>	<b>\$1,505,866.00</b>

The total Building income fees received in the month of September was **\$17,669.00**.

The total fees for other income were as follows: Town Planning and Zoning (Applications/Publications) \$1520.00 Environmental \$420.00 Conservation \$540.00, Zoning Board of Appeals \$0.00, Copies, Books and Maps \$82.50 Driveway / Excavation \$2125.00 Engineering copies \$96.00. The other total income is \$5008.50.

Below is a comparison of the Permit Values for September 2017 and September 2016:

	<u>2017</u>	<u>2016</u>
Value of Permits issued for September:	\$1,505,866.00	\$2,533,451.00
Fees for Permits issued for September:	\$17,669.00	\$28,000.00
Other income Fees for September:	\$5,008.50	\$5,750.50
Building Permits Issued for September:	165	176

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

<u>2016-2017</u>		<u>2015-2016</u>	
<u>Value</u>	<u>Permit Fee</u>	<u>Value</u>	<u>Permit Fee</u>
\$5,841,725.00	\$68,755.00	\$8,590,186.00	\$71,631.00

## **HUMAN SERVICES**

- The Food Bank assisted 135 households with 610 bags of groceries distributed.
- The Clothing Closet served 16 households with 17 bags of clothing.
- Open Air Market served 116 households during 2 bi-weekly distributions this month.
- The Special Needs Fund assisted 4 residents with 3-utility, oil, water needs and 1 medical bill.
- There were 75 active cases in our Social Casework program. 30 were new referrals, 100.25 service hours were provided.
- The Youth and Family Counseling Program had 13 active cases, 1 of which were new. Clinicians provided 25 clinical therapy sessions with a total of 37 clinical service hours.
- There were no after-hours police referrals for residents in need of services.
- The JRB met to review protocols and agree on modifications to ongoing procedures.
- FALL SCORE registrations will be accepted through October 13<sup>th</sup>.
- Rik Huggard met with the first 5<sup>th</sup> grade Adventure Learning Program cycle.
- It was a very active month on the challenge course with 240 program registrations and we continue to schedule challenge course and outdoor education programs for the fall 2017.
- New program known as "Outdoor Trekkers" started registering high school youth. This program will offer a program each month and will be a good way of identifying and recruiting new High School mentors.
- Fall activities have been planned for the High School Self- Awareness class.
- We received one new referral through the Safe Homes Task Force and continue to work with previously referred households.
- We also received a concerned call from an out of state family member – this case was investigated and referred to Protective Services for the Elderly.

- 279 households have been registered to date for the annual Holiday Food and Gift program. We expect to serve close to 400 households.
- Pat Meskill attended Open House nights at John Wallace Middle School, Martin Kellogg Middle School and Newington High School.
- Pat Meskill attended two trainings on Domestic Violence and on Anxiety Disorders.
- Director LaBrecque and Clinical Coordinator Meskill attended a program through the CCHD on the HOPE program- a response program initiated by the Manchester PD to improve connections to treatment for individuals with Substance Use Disorder.
- Staff attended the Waterfall Festival to share services available through our department with the community.
- Pam Wassik and Pat Meskill met with our volunteers in a holiday program kick-off meeting to review protocols for volunteering, tasks and schedules, and gain commitments for various tasks needed to prepare for and run the Annual Food and Gift program. Volunteer support is tremendous.
- Foodshare Volunteer started 1<sup>st</sup> Thursday of every month- will assist with SNAP applications.
- Pam Wassik and Carol LaBrecque attended Hoarding Intervention part 2 training.
- Staff attended CLASS, State working Group on Hoarding, HAT regional meeting, YAC, CCHD: Achieve & prevention meeting, CT Kids & Families Coalition, CASAC, CYSA, and LIST.

**September 2017 Statistics**

<b>Selected Programs</b>	<b>FY 17-18 Total This Month</b>	<b>FY 17-18 Total Last Month</b>	<b>FY 17-18 Cumulative Total YTD</b>	<b>FY 16-17 Cumulative Total YTD</b>
<b>Youth &amp; Family Counseling Cases</b>	13	15	44	20
<b>Youth &amp; Family Service Hours</b>	37	41	119	53.5
<b>JRB Cases</b>	0	0	1	0
<b>Positive Youth Development</b>	310	880	1835	995
<b>Community Service</b>	2	1	4	4
<b>Information and Referral</b>	1364	868	2651	1889
<b>Social Casework Cases</b>	75	87	254	117
<b>Under 55 =</b>	14	22	61	37
<b>Under 55 Disabled =</b>	17	19	58	26
<b>Over 55 =</b>	43	46	134	54
<b>Social Casework Service Hours</b>	100.25	136.25	379	307.5
<b>Under 55 =</b>	27.75	35.25	69.5	81.75
<b>Over 55 disabled and/or disabled</b>	72.5	101	281.5	225.75
<b>Food Bank Household Visits</b>	135	163	434	312
<b># bags of groceries distributed</b>	610	772	2416	1482
<b>Mobile Truck</b>	116	193	466	--
<b>Clothing household visits</b>	16	21	56	25
<b># bags of clothes given</b>	17	22	60	35
<b>Special Needs</b>	4	10	18	12

## **SENIOR AND DISABLED CENTER**

- The State Department of Banking presented Financial Fraud Bingo on September 6<sup>th</sup>. The program is designed to teach people how to avoid falling victim to fraudulent activity and what to do if you suspect a scam.
- Police Chief Steve Clark was the guest at the monthly Coffee Talk program on September 7<sup>th</sup>.
- Former Program Coordinator Eleanor Eichner returned as a volunteer to lead a greeting card workshop with Rose Bolton on September 15<sup>th</sup>.
- On September 14<sup>th</sup>, the Center piloted a new lecture series called "Opera on the Go" with Pucinni's magic. A combination of music and discussion expertly facilitated was quite popular and well enjoyed.
- Jefferson House Chef Jack Hodes present tips and ideas for maintaining healthy nutrition to a large group on September 22.
- On September 27<sup>th</sup>, Sharad Saxena from Home Helpers facilitated a fun and free game of Jeopardy.
- **39** individuals received home delivered meals in September. Of those 39 recipients:
  - 9 receive meals 7 days per week
  - 20 receive meals 5 days per week
  - 1 receives meals 4 days per week
  - 6 receive meals 3 days per week
  - 3 receive meals 2 days per week
- The Center experienced an unexpected shortage of delivery volunteers in September due to a sudden extended medical leave of one of our most active drivers, an unexpected driver resignation (moved out of the area) and several vacations. The remaining volunteers, Center and Town staff all pitched in to help cover the vacancies. Two new drivers are expected to come on board in October.
- The Energy Assistance Program began taking applications on September 14<sup>th</sup>.
- As of the end of March, the Center had 1,470 paid members, including 166 Fitness Center members. There are 1004 residents registered for Dial-A-Ride.
- There were 200+ opportunities to participate in programs at the Center over the month with some one time programs and others ongoing as well as several opportunities that are daily with a total recorded attendance of 3230 by 510 people. The actual number attending the center is significantly higher with approximately 1/3 of participants scanning in for programs. Dial-a-Ride provided 101 residents 1109 trips this month, covering 3248 miles.
- Center staffing was complemented by 508 hours of unpaid service in 200 instances by 47 volunteers. The Center instituted a new volunteer coffee program. For each recorded instance of service, volunteers are given a ticket for a cup of coffee in the Coffee Shop. This is a small acknowledgement of the work of volunteers, encourages volunteers to record their time and increases business in the Coffee Shop.

## **PARKS AND RECREATION**

### Recreation Division

- Registration for fall programs began on September 7<sup>th</sup> for Newington residents. Registration for non-residents began on September 21<sup>st</sup>.
- The school year at the Creative Playtime Preschool Program began on September 6<sup>th</sup>.
- The indoor Aquatics season began on September 25<sup>th</sup>. Lifeguards surveil the water for Newington Swim Club on Mondays, Tuesdays, Thursdays and Fridays. Recreational Swim is offered Mondays, Wednesdays and Fridays and swim lessons are offered Wednesday nights. Nearly all swim lesson classes are full.
- Most fall programs began in early October with a few programs that began in late September.
- An open house for parents of children attending Creative Playtime Preschool Program was held on September 27<sup>th</sup>.
- The fall session of swim lessons began on September 27<sup>th</sup>.
- Department is partnering with Dick's Sporting Goods (Community Marketing Program) for Youth Basketball.



- Planning for the Youth Basketball season (K through 12) has begun—the program will begin in December.
- 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<sup>st</sup>.
- Department assisted the Newington Volunteer Department with the 100<sup>th</sup> anniversary concessions.
- Department held its first fall Cornhole tournament with 18 teams participating.
- A new Rhythm Kids 1 class has begun and has 7 participants already. This class is the next level of making music in a class setting for kids after they take the Music Together class.
- A new Intro to Zumba class is being offered and has 17 participants.

#### Parks and Grounds and Cemeteries

- Prepared the West Meadow Cemetery grounds and provided tables, chairs, tents and trash containers for the “Cherish Our Children” event.
- Completed pruning, grading and hydro seeding around the Anna Reynolds School playscape areas.
- Set up and cleaned up Mill Pond Park for the fire departments 100<sup>th</sup> Anniversary Parade. Also mulched the beds at all firehouses.
- Provided assistance with tables, chairs and trash containers for the “Waterfall Festival”.
- Performed maintenance on baseball diamonds.
- There were 6 interments and 3 sales at Town cemeteries.

#### Tree Warden

- Remove posted tree at 105 Whitewood Road. Long butt taken by Highway to mill for trailer and truck boards, a few pieces of larger logs left for pickup.
- Remove dead Elm tree hanging over road at Mountain Rd. and Whitewood Rd.
- Remove posted tree at Churchill Park by left field fence. Wood needs to be picked up.
- Started to take down posted tree at Company 2 firehouse.
- Met with resident at 22 Hawley Street to address tree concern. Per building Dept. map the tree is not Town of Newington’s, homeowner advised.
- Started to address list, created by bus drivers, on branches overhanging roadways, about ½ complete.

#### LIBRARY

- The annual Library Board of Trustees meeting was held, at which officers were elected; Diane Stamm as President, LeeAnn Manke as Vice President, LeeAnn Manke as Acting Treasurer and Judy Igielski as Secretary. The recognition of honorees included Keeney Manufacturing which was inducted into the Runner’s Circle for the 5K Race and staff member Diane Durette, who was honored for her years of service to the library.
- The library participated in an initiative call *Beyond the Walls and Outside the Lines*, an opportunity for libraries around the world to step out of their normal parameters and reintroduce themselves to their communities in new and interesting ways. Library staff popped up around town during the week of September 10 – September 16 to bring the library and its services to people in town. It was a great way to get out and meet people and let them know what we do at the library, and what the library has to offer. Some of the sites we visited were the La Feria de la Familia event in Hartford, Starbucks, CT Fast Track, Cedar Mountain Commons, Savers, the elementary and middle school open houses and the Human Services Food Bank.
- The Friends of the Library had a busy month with its Mini Media Sale and fall bus trip to New York City. The Friends are also busy preparing for their Fall Booksale on November 3, 4 and 5.
- Summer Reading Recognition Assemblies were held at each elementary school recognizing all participants in the program. The highlight of these events was a juggling show by Bryson Lang. Everyone had a good time and were impressed with how many days Newington children read this summer. Children’s staff was also present at the elementary and middle school Open Houses where they talked to parents and handed out flyers. In addition, the Children’s Department was kept busy providing outreach to preschools and daycares and offering a variety of fun and educational programming. Programs offered included *Pajama Music*, *Tales to Tails*, *Building with Lego Bricks* and *Dahl’s Birthday Party* which celebrated the 101<sup>st</sup> birthday of storyteller Ronald Dahl. During the month, Children’s staff offered 42 programs to 2,695 children and their caregivers.
- Eighteen fun and engaging programs were held for adults and teens and were attended by 501 people. The Teen Department held book talks at John Wallace Middle School, attended the Newington High

School book club and collaborated with the Human Services Department to offer a kayaking trip to Rainbow Reservoir in Windsor. They also attended the Newington High School Open House. Adults participated in our *Newington Reads! One Book-One Town* community wide reading event throughout the month, attended book discussions and programs in preparation for author Jennifer Haigh's visit on October 20<sup>th</sup>. Jennifer will be discussing her novel *Heat & Light* that explores the natural gas boom that occurred in a small Pennsylvania town. The goal of this program is to promote literacy through a common experience of reading and talking together about the same book. A new series titled *The Changing Brain, a Caregiving Affair* focused on brain health and brain illness, provided information on professional intervention and suggested practical caregiving and self-care strategies and tips. The evening movie series *Classic Cary Grant with Gil Gugliotti* kicked off during the month and a *Soapmaking and Body Scrubs* class was held that taught patrons how to create unique homemade soaps and body scrubs using tea, lavender and shea butter. There were eight community outreach visits for adults and teens with 1817 attendees.

- Total circulation of library materials was 26,530. Digital media which includes eBooks, digital music, magazines, audiobooks and movies were downloaded 3,251 times from the library website. 14,633 people visited the library during the month. There were 9,020 visits to the library's homepage. Popular online services included *EBSCO Novelist, Books in Print, Morningstar, Lynda.com, Tumblebooks, and PebbleGo Animal* databases. Museum passes were used 77 times this month, the most popular being the *Connecticut Science Center* and the *New Britain Museum of American Art*. The reference staff answered 3,498 reference questions during the month. Free library meeting space including study rooms was used 335 times during the month.
- In Technology News: Assistant Director Karen Benner, Digital Services Librarian Jen Hebert and Technology Librarian Carlene Peterson attended the ribbon cutting ceremony for the Board of Education's SMART BUS. The bus will be used as a mobile technology lab for Newington students and also will travel across Newington and Connecticut to offer workshops, training sessions and technology demonstrations for communities. The Town's IT department migrated staff to a new email server during the month and library staff worked closely with IT to ensure a smooth transition. New routers were installed in the library to improve wifi connectivity for patrons. A *PowerPoint Essentials* hands-on class was offered to 10 patrons. These classes continue to grow in popularity. In addition, one on one *Tech 4 U Thursdays* were offered during the month as well as *Tech Troubleshooting with Teens*.
- In Personnel News: Karen Bissoni and Karolyn McLain who are currently substitutes in the Children's Department will also be working in the Circulation Department as Circulation Substitutes. Training is underway and should be completed by early October. Staff continued to take advantage of professional development opportunities; Digital Services Librarian Jen Hebert attended an *LCI User Experience Meeting* and Collection Management/Circulation Department Head Jeanette Francini continued her work on the *DeliverIt Task Force*.
- In Facilities News: Wiring was installed for the new heaters in the first floor bathrooms. The staff entrance door was repaired so both doors are now fully functional. New slat wall for displays was installed on the main floor and upstairs in the Children's Department. Business Manager Lynn Caley performed a building walk through with a representative from the new pest control company, Advanced Pest Control.
- Topics of note that were researched this month included:
  1. Articles about fracking.
  2. How much money can be given in CT without tax implications.
  3. What are the different stages of dementia.
  4. When was the last time that the Yankees and the Red Sox each won a World Series.
  5. When is someone who is missing considered dead in CT.
  6. Where can I get help for a hurt Canadian goose.