



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: May 24, 2019
Re: Monthly Report – April 2019

GENERAL ADMINISTRATION

- Mrs. Lane attended the Town Hall Building Project meetings.
- Mrs. Lane met with the Public Works team to discuss various matters.
- Mrs. Lane met with QAM Architect and Downes Construction Company to discuss Town Hall/Community Center building project.
- Mrs. Lane attended the Human Services Volunteer Recognition Dinner.
- Mrs. Lane met with Vice Chairman, Parade Committee to discuss the Newington Memorial Day Parade.
- Mrs. Lane met with staff, union and legal representatives regarding personnel issues.
- Mrs. Lane worked with staff on enforcement of various blighted properties.
- Throughout the month, Mrs. Lane met with various residents and constituencies to dialogue about their concerns.

Overtime

Paid overtime during the month of April 2019 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	85.6	\$ 4,079.17
WEEKEND STAND-BY AND CALL-IN	16.0	\$ 745.16
ROAD MAINTENANCE	0.0	\$ -
TRAFFIC	4.0	\$ 184.08
TOTALS	105.6	\$ 5,008.41
PARKS AND GROUNDS DIVISION	Overtime Hours	Cost
Cemetery	13.50	\$ 693.22
Regular Grounds	115.50	\$ 5,279.94
TOTALS	129.00	\$ 5,972.62

	18-19 Budget Overtime Appr.	Overtime Expended 18-19 YTD	17-18 Budget Overtime Appr.	Overtime Expended 17-18 YTD
POLICE DEPARTMENT				
Administration	\$ 7,459.00	\$ 1,907.56	\$ 7,459.00	\$ 3,155.68
Patrol	619,839.00	785,574.83	619,212.00	638,884.92
Investigation	81,972.00	45,562.65	83,451.00	65,953.81
Communication	173,143.00	130,183.45	170,443.00	138,074.15
Education/Training	130,461.00	137,507.26	130,461.00	119,008.55
Support Services	36,306.00	20,520.34	37,113.00	20,952.00
Animal Control	<u>1,442.00</u>	<u>0.00</u>	<u>1,442.00</u>	<u>0.00</u>
Total	\$ 1,050,622.00	\$1,121,256.09	\$ 1,049,581.00	\$ 986,029.11
HIGHWAY DEPARTMENT				
Highway Operations	\$ 27,142.00	\$ 14,784.38	\$ 26,494.00	\$ 18,631.22
Snow and Ice Control	161,264.00	126,472.56	157,488.00	123,318.73
Traffic	3,958.00	2,417.58	3,861.00	2,570.38
Vehicles and Equipment	32,016.00	17,552.84	31,234.00	23,027.28
Leaf Collection	<u>33,073.00</u>	<u>23,802.59</u>	<u>32,312.00</u>	<u>30,077.78</u>
Total	\$ 257,453.00	\$ 185,029.95	\$ 251,389.00	\$ 197,625.39
PARKS AND GROUNDS				
Parks and Grounds	\$ 84,463.00	\$ 88,078.69	\$ 82,866.00	\$ 77,805.88
Cemeteries	<u>16,045.00</u>	<u>8,623.75</u>	<u>15,653.00</u>	<u>9,696.94</u>
Total	\$ 100,508.00	\$ 96,702.44	\$ 98,519.00	\$ 87,502.82

PERSONNEL

- Testing took place on April 12, 2019 for vacant Equipment Operator I position in the Highway Department.
- The vacant position for the Part-Time Animal Control Officer was posted on April 10, with a closing date of April 23, 2019.
- The vacant position for the Part-Time Library Technical Assistant in the Circulation Department was posted on April 29, with a closing date of May 6, 2019.

RISK MANAGEMENT

2018-19 Blue Cross/Blue Shield Plan Year

The ninth month of the 2018-19 plan year produced a combined paid claim total that was lower than those estimates that were developed at renewal. The monthly claims for the 2018-19 plan year were estimated at \$966,800. The total paid claims from the Health Benefits Fund for March 2019 were \$931,260. It should be noted that the claims for retired participants are charged to the OPEB. The breakdown for the active participants for the Town and Board of Education is as follows.

Cumulative Claims through March, 2019

	Town	Board of Education	Total
Estimated Claims	2,455,875	6,245,325	8,701,200
Actual Claims	1,603,263	4,817,577	6,420,840

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 and Mr. Steve Pollock, Network/Application Specialists and Mrs. Dawn Frank, GIS/IT Technician.

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

- Completing 91 formal work orders.
- Configuring, testing and bringing new replacement backup appliance online.
- Installing software patches on all public access workstations and laptops.
- Testing and deploying session lock and automatic logoff functions on select devices.
- Troubleshooting hardware issues on one of the town's virtual server hosts.
- Continuing Tax Map Annotations (67% complete) and Parcel Update Adjustments (55% complete).
- Creating a map for a second grade, Newington Board of Education, social studies class.
- Updating Geographical Information Systems (GIS) condominium areas on internal GIS web services. Efforts will continue until all condo areas are completed.
- Updating parking area maps for new Town Hall & Community Center construction project.
- Creating a map of streets depicting which have been accepted by the town and those without a deed for Engineering Department.
- Continuing updates to easements and parcels as well as current storm drainage layers on Town's internal GIS web services.
- Coordinating and supervising network cabling projects at the Library and Senior and Disabled Center to accommodate new Town Hall & Community Center project.
- Modifying telephone services and intercom paging services at the Library to accommodate the new Town Hall & Community Center project.
- Assisting Finance Department with posting updated financial reports (CAFR & Pension Annuity) and Assessor Income and Expense and Real Estate Sales.
- Working with Fire Departments door access control vendor to resolve door lock issue at Fire Company 3.
- Reviewing and modifying various logon/logoff processes to increase logon efficiencies.
- Continuing work on Microsoft Windows 10 and Office 2019 deployments and testing.
- Upgrading the town's wireless infrastructure components (software) to the latest supported versions.
- Diagnosing and troubleshooting post-upgrade issues related to wireless infrastructure upgrade.
- Supervising the installation of new communications conduits, vaults and fiber optic cable to accommodate the new Town Hall and Community Center construction project.
- Attending departmental, staff or regional meetings as needed or required.

FINANCE

Accounting and Administration

- Town Council meetings for the FY 2019-20 budget were completed during the month.
- On April 16th the Town's FY 2019-20 budget of \$123.7 million was adopted with a mill rate of 39.45.
- Lisa Rydecki started work on putting together the adopted budget and CIP book for the 2019-20 fiscal year.
- In response to our RFP, interviews for the Town Auditors were held on April 17th. The Audit Committee selected Blum Shapiro to continue in that position.
- Janet Murphy, Director of Finance, attended the New England GFOA conference in Massachusetts on April 5th.

The Town did receive the final ECS Grant payment in the amount of \$6,394,959 from the State of Connecticut during this month. The Town received the following interest rates on investments. This list includes outstanding investments that are under the control of the Finance Department and includes the General Fund and other Town Funds.

INVESTMENTS, BY ACCOUNTING TYPE

(Unaudited)

4/30/2019

	<u>Interest Earnings</u>		<u>\$ Invested</u>
	<u>Budget FY2018-19</u>	<u>Actual Year to Date</u>	
General Fund	\$130,000	\$631,924	\$46,608,844
Special Revenue Funds	8,700	60,864	3,186,760
97Capital Projects Funds	1,500	18,983	1,072,091
Internal Service Fund	13,000	37,466	2,696,977
Trust and Agency Funds	6,392	16,454	1,108,625
TOTAL, ESTIMATED BY FUND			\$54,673,297

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)

4/30/2019

	<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	1.96	1.96	37,924	38,750	\$25,094,986
Bank North	1.89	1.89	848	875	552,573
TDBank (new)	2.02	2.02	21,574	22,255	13,145,634
Farmington Bank	2.00	2.00	22,355	20,226	12,761,054
Webster Bank	1.60	1.50	5,017	5,175	3,119,050
Total Outstanding Investments					\$54,673,297

Rates reflect avg. monthly yield, annualized

Assessor

- Real estate deeds were read and entered in the computer assisted mass appraisal system through April 30, 2019.
- Applications for the elderly tax relief benefits program offered by the State of Connecticut were sent out to approximately 250 homeowners. There are still about 20 of those accounts that have not yet applied for this benefit and the deadline is May 15, 2019.
- Income and Expense forms were prepared and mailed out to 500+/- owners of commercial real estate. The Assessor's office received 54 of those forms back during the month. Electronic forms have been placed on the Assessor website. Due date for these forms is June 1, 2019.
- Completed updating the Personal Property Leased Equipment database from changes that were reported to the Assessor last winter. The updated database will be the source of the 2019 Grand List leased Equipment reports that will be mailed along with the regular Personal Property Declaration schedules this fall.
- (M-13) Taxable Grand List Totals (M-13A Tax Exempt Totals), (M37 State Owned Real Property), and (M37C&H Private College & Hospital) reports of the 2018 Grand List were submitted to the State of Connecticut in a timely manner.
- Inspections on building permits taken out since October 1, 2018 Grand List began for inclusion on the 2019 Grand List. Permits dated September 15, 2018 to November 2, 2018 have been downloaded, reviewed and for those that will need a physical inspection being the first week in May.

Revenue Collector

- Revenue Collections for Real Estate, Personal Property, Motor Vehicle, and Supplemental Motor Vehicle taxes amounted to \$254,309.76. The back taxes collected were \$36,575.80 and we received \$4,754.45 in suspended accounts which is included in the back tax figure.
- Our current percentage of collection on the 2017 Grand List is 98.8% which is a little above last year's rate of 98.7%

- Online payments are used frequently by taxpayers which has also assisted us with taxpayers needing IRS information.
- 2,159 Motor Vehicle Demand Notices were mailed in April as the step necessary prior to the issuance of Alias Tax Warrants for our Constables.
- Taxpayers come in daily to pay motor vehicle taxes and need to be released the same day since they are picking up a new car, or need to go to the Dept. of Motor Vehicles. This takes additional time for the staff who need to gather the taxpayers paid information look up their motor vehicle identification number as well as the individual taxpayer's motor vehicle numbers. Then, log into the Dept. of Motor Vehicles secure website to insert their information for a release.
- Daily, accounts are being updated for the 2018 Grand List.
- The Revenue Collector has been contacting taxpayers directly whose real estate qualifies for the Tax Sale as well as referring them to Human Services for assistance.
- Our new Tax Clerk has completed and passed the first course offered by CCMC which may lead towards certification.
- The Assistant Revenue Collector attended an Escrow meeting in East Hartford with others from around the State.
- The Rate Bill & Tax Warrant have been completed with the new mill rate of 39.45 for the collection for the 2018 Grand List taxes.

TOWN CLERK

- There were 64 property transfers during April for a total of \$8,069,300 in sales. State conveyance tax collected was \$60,525; Town tax collected was \$20,173.25
- There were three (3) residential property sales over \$300,000.
- There were 378 documents filed on the land records: 103 mortgages, 14 liens, 111 releases and 20 probate documents. Ninety-four documents were electronically recorded and generated \$10,817 in revenue.
- Staff issued 28 burial permits and nine cremation permits; 226 certified copies of vital records were issued.
- Five Notary Public commissions were catalogued and eight Trade Name certificates were filed.
- The office issued a total of 45 passes to the landfill.
- On April 3, 2019 the Town Clerk, attended the Newington High School Career Fair.
- On April 3-5, 2019, the Town Clerk, attended the annual Connecticut Town Clerks Spring Conference held in Farmington.

DATA SUMMARY April 2019				
	<u>April-18</u>	<u>April-19</u>	<u>FY17/18 to Date</u>	<u>FY18/19 to Date</u>
Land Record Documents	334	378	3,709	3,668
Dog Licenses Sold	16	14	540	698
Game Licenses Sold	102	54	209	200
Vital Statistics				
Marriages	18	5	175	115
Death Certificates	27	30	310	193
Birth Certificates	21	24	218	209
Total General Fund Revenue	\$ 35,483.83	\$ 39,331.75	\$ 441,642.83	\$ 378,747.62
Town Document Preservation	\$ 1,168.00	\$ 1,289.00	\$ 10,895.00	\$ 11,643.00
State Document Preservation	\$ 2,224.00	\$ 2,296.00	\$ 13,436.00	\$ 21,784.00
State Treasurer (\$36 fee)	\$ 10,008.00	\$ 10,260.00	\$ 103,788.00	\$ 97,380.00
State Treasurer (\$127 fee)	\$ 3,683.00	\$ 4,699.00	\$ 44,704.00	\$ 33,909.00
State Treasurer (\$110 fee)	\$ 3,190.00	\$ 4,730.00	\$ 41,800.00	\$ 37,510.00
LoCIP	\$ 834.00	\$ 855.00	\$ 8,649.00	\$ 8,115.00
State Game Licenses	\$ 1,524.00	\$ 711.00	\$ 4,041.00	\$ 3,379.00

State Dog Licenses	\$ 117.00	\$ 123.50	\$ 4,013.50	\$ 5,575.50
Dog Licenses Surcharge	\$ 36.00	\$ 34.00	\$ 1,260.00	\$ 1,710.00
Marriage Surcharge	\$ 209.00	\$ 170.00	\$ 1,349.00	\$ 1,972.00
Grand Total	\$58,476.83	\$64,499.25	\$675,578.33	\$601,725.12

POLICE DEPARTMENT

Patrol Calls for April are as follows:

Abandoned MV	2	Fire Special Detail	0	MV Abandoned	1
Administrative	0	Fire Stand By	0	MV Assist	43
Alarm Commercial Burg Alarm	64	Fire Structure Fire	7	MV Complaint	57
Alarm Hold Up Alarm	6	Fire Task Force Activation	0	MV Fire	4
Alarm Residential Burg Alarm	48	Fire Training	0	MVA Evading	9
ALTERED MENTAL STATUS	0	Fire Trouble Alarm	3	MVA Fatal	0
Animal Complaint	41	Fire Vehicle Fire	0	MVA Injury	9
Arson/Fire Invest	0	Fire Water Problem	1	MVA Property Only	112
Assault	5	Fireworks	1	Neighbor	6
Assault in Progress	0	Follow Up	43	Noise	17
Assist Motorist	7	Found Property	11	Non Collect Person	4
Assist Notification	0	Gun	0	Notification	0
Assist Other Agency	21	Harassment	14	Open Door/Window	14
Bad Check Insufficient Funds	0	Hazard	33	Parking Violation	0
Blighted Property	0	Hazmat	1	PD ASSIST FIRE DEPT	40
Bomb Threat	0	Hold Up Alarm	0	Personal Relief	0
Breach of Peace/Disorderly	8	Homicide	0	Pistol Permit	19
Burglar Alarm	0	HOPE PROJECT	0	Prisoner Care	3
Burglary	6	Illegal Dumping	2	Private Duty	0
Car Seat	3	Indecent Exposure	0	Property Found	6
Check Welfare	42	Intoxicated	5	Property Lost	1
Check Welfare 911	30	Juvenile Complaint	14	Prostitution	0
Check Welfare Other	8	K9 Assist	1	Recovered Stolen MV	0
Clear Lot	1	Kidnapping	0	Rescue Call	0
Construction	0	Landlord / Tenant Dispute	6	Residential Lockout	0
Court Detail	7	Larceny	39	Robbery	2
Criminal Mischief	5	Larceny from MV	22	Roll Call	1
CSO	1	Lift Assist Only	7	Serve Subpoena	0
Customer Dispute	10	Liquor	0	Serve Warrant	31
Dog Complaint	38	Local Traffic Authority	0	Sexual Assault	2
Domestic	27	Location Check	104	Shots fired	0
Door Check	0	Location General	3	Specific Detail	97
Drug	6	Lockout Building	0	State Pistol Permit	0
DUI	6	Lockout MV	3	Stolen MV	3
EDP	7	Lost Property	2	Sudden Death	2
Escort / Transport	4	LTA	0	Suicide	0
Escort Funeral	12	Meal	0	Suicide Attempt	0
Escort Other	0	Medical Alarm	9	Suspicious MV	13
Escort Retrieval	1	Medical Cardiac	10	Suspicious Report	131
Escort Tax	0	Medical Complaint	160	TEST	0
Fingerprint	11	Medical Diabetic	3	Threatening	3
Fire Alarm	21	Medical Fall	37	Tobacco	2
Fire CO Detector no symptoms	4	Medical Mutual	0	Tow	20

Fire CO Detector with sympt	0	Medical Other	1	Town Ordinance Violation	1
Fire Extrication	1	Medical Respiratory	14	Traffic Stop	385
Fire Hazmat	1	Medical Stand by	1	Trespass	5
Fire Mutual Aid Request	0	Medical Trauma	1	Unknown	5
Fire Other	11	Medical Unresponsive	4	Water problem	0
Fire Rescue	0	Missing	4	Total	2,092

- In April, the Community Service Officer (CSO):
 - The CSO conducted another four night session of the Rape, Aggression, Defense program for Newton women residents and business woman.
 - Several car seat installations were conducted during April.
 - The CSO also conducted a meet and greet session with a local Cub Scout Pack.
- In April, the Detective Division:
 - During the month of March, Detectives conducted background investigations on applicants for the position of Police Officer as part of our current recruitment and hiring process.
 - Handled 52 investigations, 52 remain ongoing.
 - Served 24 arrest warrants, 24 by Patrol Officers.
- In April, the Animal Control Officers had the following activity:
 - 79 Calls – 40 Dog, 37 Animal and 1 Specific Detail/1 Follow-ups/0 Car Seat
 - 2 Dog vs Dog Bites/2 Dog Bite w/ Human/0 Feral Cat Bites w/human
 - 9 Impounds – 8 redeemed, 1 sold as pets, 0 euthanized, 0 Quarantine, 0 carry over, 0 DOA
 - 0 Infraction written
 - 83 Incoming Phone Calls
 - 3 Wethersfield Mutual Aid Calls – not all these calls are easily identified in CAD
 - 1 Written Warnings
- Breakdown of Calls
 - 510 –
 - 28 Combined Dog/Animal/Specific Detail/Check Welfare
 - 6 Delinquent Letters/Written Warnings/ No License/Barking/Littering
 - 0 Infractions
 - 4 Dog bite- 2 dog vs human, 2 dog vs dog
 - 1 Dog/Cat Adoption
 - 511 -
 - 7 Combined Dog/Animal/Specific Detail
 - 0 Delinquent letters/Written Warning/No License/Barking/Littering
 - 0 Infractions
 - 0 dog bite- dog vs human
 - 0 Dog/Cat Adoption
 - Other –
 - 44 police assisted Animal/Dog Complaints.
- Notable Cases/Events:
 - 510 still in training - working Monday's on her own and 510 and 511 together on Fridays.
- In April, the Patrol Division had the following activity:
 - On April 12th, Officer Christopher Cappiello graduated from the New Britain Police Academy. He is currently assigned to Field Training Officer Leroy Feeney of the Patrol Division.
 - On April 20th at 2:44 a.m., Patrol officers were dispatched to Plaza Azteca, located at 3260 Berlin Turnpike, on an assault on report. Dispatch informed responding units that a local hospital had just admitted two patients with severe, but non-life threatening stab wounds and the incident most likely took place at this establishment. The assault is believed to have occurred at 2:00 a.m. and involved numerous people, with at least four injured parties, to include the two stabbing victims. This investigation was turned over to the Detective Division for follow up.
 - On April 30th at approximately 2:00 a.m., a Patrol officer observed a vehicle exit the Plaza Azteca parking lot and proceed northbound on the Berlin Turnpike bearing a registration plate that didn't match the vehicle. A traffic stop was conducted and the operator was identified as Kenneth Darryl

Jones from Farmington. The officer conducted a records check on Jones and discovered that the Stratford Police Department held an active arrest warrant for the charge of Assault in the 1st Degree stemming from a recent shooting. Jones was taken into custody on the motor vehicle charges and the arrest warrant without incident. Jones was then turned over to the Stratford Police Department.

- On April 30th at approximately 2:40 p.m., Newington Police received a call from Walmart, located at 3164 Berlin Turnpike, reporting a robbery had just occurred. Upon the Patrol officer's arrival, an asset protection officer reported he observed a Hispanic male and female shoplift merchandise and then exit the store. The asset protection officer stated he confronted the couple in the parking lot, at which time the male suspect pulled a firearm from his waistband and pointed the weapon at the asset protection officer. The suspects then fled the scene in a silver sedan.

A short time later, a Newington Detective located the vehicle occupied by the suspects traveling on the Berlin Turnpike in Wethersfield. The Detective followed the vehicle and observed it pull into the City Side Inn in Wethersfield. Newington and Wethersfield Police Officers made contact with the two suspects at the motel and took them into custody without incident.

The two suspects, identified as Gregory Ortiz and Katlyn Bilodeau, were transported to the Newington Police Department, where they were processed and held on \$500,000.00 bond each and were presented in New Britain Superior court on 5/1/19.

- Property Report April 2019

Category	# of Counts	Property Value (\$)
Burned	0	\$ 0
Counterfeited/Forged	1	\$ 0
Damaged/Destroyed	10	\$ 23,505
Vehicle Inventory	0	\$ 0
Stolen	136	\$ 80,155
Abandoned	0	\$ 0
Evidence	98	\$ 52,562
Found	7	\$ 92
Lost	3	\$ 1,050
Seized	23	\$ 294
Recovered	21	\$ 21,746
Impounded	0	\$ 0
Informational	0	\$ 0
Total	299	\$ 179,404

- Police Department Overtime April:

- Comparison
 - OT March \$ 77,817 2 pay periods
 - OT April \$ 120,079 2 pay periods (1 holiday)
 - \$ 42,262 increase
- During April, 1 officer was on light duty assisting Support Services, 2 officer vacancies, 1 dispatcher vacancy, 3 police officer recruits in FTO, and 2 entry level officers in the Police Academy. These vacancies have an impact on overtime for a total of 8 positions vacant on the schedule in the Patrol Division and 1 position vacant in the Communications schedule. The SRO officer is working in the Patrol Division to assist with vacancies in the schedule.
- Admin overtime \$0, no increase.
- Patrol overtime. \$69,611, an increase of \$18,802. Overtime includes the following calls and arrests; domestic calls, larceny investigations, burglary investigation, oral panel for certified officers, evading investigation, deceased person investigation, stolen vehicle investigation, DUI arrest, DUI motor vehicle accident, double stabbing investigation, booking, search warrants, casework, hold overs, and overtime for time off/vacancies/injuries.
- Detective Division overtime \$12,525, a decrease of \$11,436 (holiday pay \$4,000). Overtime includes background investigations for new hires, deceased person investigation, murder

- investigation follow-up, crime scene processing, various investigations, DEA drug investigation, assault and double stabbing investigation, warrants, and casework follow ups.
- Communications overtime. \$13,536, an increase of \$385 (holiday pay \$2,000). One vacancy due to retirement created overtime filling on the schedule, several time off leaves, and staffing for weekends to allow for 2 dispatchers on for all shifts.
 - Education overtime \$18,950, an increase of \$9,362 and includes overtime for training classes consisted of ERT training days; recertification training; and in-service training, EMR, and citizen RAD training.
 - Support Services overtime \$5,457, an increase of \$2,277. Overtime includes RAD training and for filling time off.

FIRE DEPARTMENT

The following is a report of the activities of the Newington Fire Department for the month of April, 2019. During this period fire department members responded to 51 alarms or emergencies. A summary of these alarms and a manpower response break down is detailed below:

	April 2019	10 Months Activity
FIRES		
Structure Fire	1	22
Vehicle Fire	2	9
Exterior Fire	2	25
Other Fires	0	3
RESCUE CALLS		
Pressure Ruptures Explosion Overheat	1	8
Extrication	1	8
Other Rescue Calls	3	15
SERVICE CALLS		
Hazardous Condition Calls	7	60
Water Problems	2	21
Other Service Calls	6	33
OTHER		
Good Intent Calls	2	22
False Alarm/False Calls	24	230
Severe Weather/Natural Disaster	0	0
Special Incident Calls	0	1
Mutual Aid/Standby	0	7
Total	51	464

- **Training Summary for the month of April:**

CO. #1 Training	Engine Equipment/Operations	15.0 hours
CO. #2 Training	R.I.T & Equipment	10.0 hours
CO. #3 Training	New Utility Vehicle Pump	9.0 hours
	PPV Equipment/Operations	10.0 hours
	Hose Line Advancement	22.0 hours
CO. #4 Training	Radio Operations	11.0 hours
	High Rise Packs/Operations	15.0 hours
Aerial Training		3.0 hours
Pump Operations		8.0 hours
Driver Training	Cone Course	14.0 hours
Chiefs Training		9.0 hours
CIRMA Training		4.0 hours
Officer Training	Triumvirate Operations	39.0 hours
Multi Company	2 & 4 SCBA Refresher	40.0 hours

	1 & 3 SCBA Refresher	56.0 hours
	SCBA Refresher	6.0 hours
Cadet Training	Radio Operations/Communications	22.0 hours
	Hydrants Hookups/Operations	28.0 hours
	Apparatus Checks/SCBA	18.0 hours
Total Training		339.0 hours

FIRE MARSHAL

- The Fire Marshal's Office completed the following activities during the month of April, 2019.

INSPECTIONS	8
INSPECTION FOLLOW-UPS	37
PLAN REVIEWS	6
JOB SITE INSPECTIONS	4
FIRE INVESTIGATIONS	0
FIRE ALARM TROUBLE	1
COMPLAINTS	4
TANK REMOVALS	0
SAFE HOME INSPECTIONS	3
SAFE HOME FOLLOW-UPS	5
HAZ-MAT/HAZARDOUS CONDITION	0
BLASTINGS	2

Incidents:

- Responded to 19 Fire Incidents Responses during the month.

Fire Marshal's/Chief's Activities:

- Attended the International Association of Fire Chiefs Annual Meeting and Educational Seminar in Providence Rhode Island. Training Topics: Newtown CT Active Shooter Incident, Firefighter Cancer Prevention, Legal Issues in the Fire Service, Fire Department Liability, Firefighter Photo Taking and Social Media Challenges.
- Attended the monthly safe home task force meeting at Town Hall.
- Attended a Town Planning & Zoning Commission meeting to review safety concerns and emergency plans for the Annual Cinco de Mayo Party at Plaza Azteca Restaurant on the Berlin Turnpike.
- Attended the wake for the mother of Newington's Chief Building Official Douglas Jourdan in Windsor.
- Attended the Annual Connecticut Fire Marshal Association Conference in Berlin. Topics: Electrical Safety, NFPA-72 Fire Alarm Systems Updates, Fire Investigations, Legislation Updates, NFPA-30 Flammable & Combustible Liquids Code Updates and Juvenile Fire Setter Investigations.
- Attended the monthly Board of Fire Commissioners Meeting at Company # 5 on Maple Hill Avenue.
- Attended the annual Company #1 Family Breakfast and Easter Party at the Main Street Station.
- Attended the monthly officers training session: Pre-plan tour 80 Fenn Road.
- Attended the quarterly meeting of the Capital Region Emergency Planning Council at the CRCOG offices in Hartford.
- Conducted the quarterly meeting of the Newington Local Emergency Planning Committee at Town Hall.
- Visited the North Thompsonville Fire Department with the Truck-2 replacement committee to survey their new ladder truck in preparation for the upcoming replacement project.
- Attended the Annual Connecticut Emergency Management Symposium in Cromwell. Topics: Disasters Happen Locally- Willimantic Industrial Fire Response Review and Responding to Severe Weather Events- Power Outages and Debris Recovery Operations.
- Conducted the monthly Command Staff meeting at Fire Headquarters.

HIGHWAY DEPARTMENT

Administration

- Continued to meet with residents to discuss various issues and concerns
- Continued with Landfill closure project tasks and contractor progress meetings
- Attended Department Head and Public Works Team meetings
- Attended Environmental Quality Commission meeting
- Assisted with Environmental Quality Commission Earth Day clean up event

- Attended Central CT Health District emergency management coordination meeting
- Attended Local Emergency Planning Committee meeting
- Attended MDC paving coordination meeting
- Coordinate with vendor for crack sealing of various streets in Town
- Attended Hazardous Waste coordination meeting
- Administer Equipment Operator 1 practical test for applicant

Roadway Maintenance

- Continued with litter pickup/graffiti removal Town wide
- Highway operators continued with Landfill material processing
- Continued with Town wide pot hole patching, curb repairs and topsoil
- Crews completed sweeping and bituminous repairs at all schools during spring school vacation week
- Began Town Wide street sweeping
- One eviction for the month, no item storage required
- Installed pathway bollards at Town Parks

Traffic Division

- Replaced and/or repaired missing/damaged street name and regulatory signs
- Continued to assist with Food Share setup
- Removed and installed signage at Town Hall Parking Lot in preparation of construction
- Assisted Police Department with relocating speed detection devices
- Assisted Sanitation Department with the replacement/repair of recycling containers
- Assist outside contractor for traffic control while crack sealing various Town roads
- Responded to one (1) after-hours call in for “No Parking” signs for Parks and Recreation Lantern Ceremony

Fleet Maintenance

- Performed routine preventative maintenance/emergency repairs for all Town vehicles and equipment
- Continued spring services on mowers and fire apparatus
- Continued with the up fitting of one new police administrative vehicle
- Responded to one (1) after hours call in for Police Department – generator alarm

Sanitation/Recycling/Landfill

- Scheduled 966 residential bulk items for collection for the month
- Scheduled 94 condominium bulk items for collection for the month
- Scheduled 50 condo/residential scrap metal items for collection for the month
- 6113 tons of cumulative Municipal Solid Waste were collected from July through March
- 2025 tons of cumulative recyclables were collected from July through March
- 1334 mattresses/box springs were collected from July through March
- 226 televisions were collected from July through March
- Issued 93 permanent landfill permits and 18 temporary permits for the month

TOWN PLANNER

Town Plan and Zoning Commission Actions:

TPZ Meeting of April 10, 2019:

- Approved, with conditions, Petition #11-19: Special Permit (Section 3.15.3: Restaurant Outside Seating) at 3260 Berlin Turnpike (“Plaza Azteca”). John Kennelly, applicant; Kleban Newington LLC, owner.
- Approved, effective upon publications, Petition #12-19: Zoning Text Amendment (Sec. 7.4.21: Erosion and Sedimentation Control Plan). Town Plan and Zoning Commission, applicant.

TPZ Meeting of April 24, 2019:

- Approved, with conditions, Petition #07-19: Special Permit (Sec. 3.2.1: Churches and Places of Worship) at 6 Church Street. Vaishnav Parivar of CT, owner/applicant.

Town Planner Activities:

TPZ Applications (approved, pending, and potential:

- Apr. 1: Met with Town Manager re recent TPZ meetings.
- Apr. 18: Met with property owner reps re Foster street machine shop.
- Apr. 24: Met with property owner reps re 2295 Berlin Turnpike.

TOD/CTfastrak/Amtrak Corridor Planning:

- Apr. 4: Attended CAC meeting at CRCOG.
- Apr. : Continued working on TVDD regulations.

Grant-Related Project Activities

- Apr: Continued administration of Streetscape Phase VI project.
- Apr: Continued administration of Residential Rehab Program.
- Apr: Continued administration of Community Connectivity grant.

Board and Commission Meetings:

- Apr. 10: Attended regular monthly TPZ meeting.
- Apr. 24: Attended regular monthly TPZ meeting.

Professional Development/Training

- Apr. 11: Attended sustainable Development conference at CCSU
- Apr. 25: Attend annual Fair Housing Conference.
- Apr. 26: Attended SustainableCT workshop.
- Apr. 29: Attended CCAPA Program Committee meeting.

Miscellaneous

- Apr. 1: Met with Glenn Chalder of Planimetrics re new POCD.
- Apr. 8: Attended monthly Planning & Engineering departments meeting.
- Apr. 10: Attended monthly Public Works Team meeting.
- Apr. 17: Reviewed annual performance evaluation with ZEO.
- Apr. 23: Visited John Wallace School re possible POCD meeting there.
- Apr. 29: Participated in hearing at LOB re Cedar Crest Hospital open space.
- Apr. : Continued working on Sec. 8-30g moratorium application.
- Apr. : Responded to approximately 34 phone messages from citizens, local businesses, applicants, staff and elected/appointed officials.
- Apr. : Received and sent approximately 228 emails from citizens, local business, applicants, Town staff, state staff and elected/appointed officials.

TOWN ENGINEER

Permits:

- Reviewed contractor license applications (bond/insurance/agreement)
- Reviewed and approved 27 excavation permits:
 - Road Excavation = 10
 - Driveway= 17

Meetings: Represented the Town:

- CRCOG transportation committee meeting
- Public Works meeting
- Department head staff meeting
- Inter-Department coordination meeting (engineering, planning, building)
- Town Council Meeting(s)
- Conservation Commission meeting(s)
- Planning and Zoning meeting(s)
- Eversource/CL&P planning/construction meeting(s)
- MDC construction meeting(s)
- DOT coordination meeting(s)
- Project meetings with developers and engineers/architects
- Meetings with residents

Conservation (Inland Wetland) Commission:

- Inland Wetland Applications received:

- One
- Commission Administered applications:
 - None
- Agent Administered Applications:
 - One
- Provided guidance to residents/applicants for preparing applications.
- Assisted residents/applicants with preparing applications for presentation/review at Commission meetings.
- Meet with residents/applicants and performed field inspections to facilitate Agent Administered applications.
- Reviewed 22 zoning applications to determine the presence of wetlands and/or Conservation easements.

Site Plan Review: Reviewed plans and calculations for conformance with the Town of Newington Planning & Zoning Commission and Conservation Commission Regulations.

Reviewed site plans:

- 94 Holmes Road – Site plan review
- 188 Costello Road – Site plan review
- 765 Willard Avenue – Site plan review
- 80 Fenn Road – Site plan modification review
- 2391 Berlin Turnpike and 262 Brockett Street – Site plan modification review
- 395 Willard Avenue – Site plan review
- 149 Meadow Street – Site plan review

Public Works: Assessed, investigated and inspected roads, parking lots, bridges, curb, sidewalks, traffic signals, dams, drainage, stone wall and other infrastructure issues throughout town.

Engineering:

- Assisted public (residents, developers, contractors, realtors, title searchers, etc.) with Town engineering data (GIS, maps, etc.), ordinances, engineering procedures, building/property addresses, etc.
- Assisted public (residence and businesses) with drainage/flooding concerns and inspected portions of drainage system.
- Coordinated with Hartford and West Hartford in follow up to CTDEEP and NRCS inspection of portions of Piper Brook and Mill Brook (South Branch Park River Flood Control System).
- Assisted Deming Farm HOA and developer
- Coordinated with MDC/CNG/ Eversource(CL&P) regarding utility projects in Newington
- Coordinated with MDC regarding updating Town Ordinance 267 (hydrants)
- Coordinated with CDOT regarding projects in Newington
- Coordinated with CDOT regarding transfer of Myra Cohen Way to Town of Newington
- Coordinated with developer regarding transfer of Packards Way to Town of Newington
- Revised Capital Improvement Plan for 2019-2020 for Town infrastructure (roads, bridges, dams, sidewalks, storm drainage, flood control, parking lots, and retaining walls) to reflect reduced funding
- Coordinated road/drainage restoration with Eversource for GHCCRP
- Coordinated road/drainage restoration with Eversource for maintenance on 1769/1783/1785 lines

Engineering for Town Project: Assisted Town Departments with in-house projects:

- Economic Development Department: National Welding Site – engineering services
- Town Manager: Myra Cohen Way – engineering Services (Right of Way Acceptance)
- Town Manager: 10-acre conveyance parcel (former Cedarcrest Hospital) – prepared map and deed
- Town Manager: 18-acre preservation parcel (former Cedarcrest Hospital) – prepared conveyance questionnaire
- Town Manager/Board of Education: Diesel fuel release remediation – engineering/environmental services for restoration
- Facilities Department: engineering services – coordinated resetting War Monument
- Facilities Department: engineering services – prepared emergency exit drawings
- Facilities Department: New municipal building (library parking) – project coordination

- Highway Department (LOTICIP 2018 grant application) – Complete Street Project - Robbins Avenue and Maple Hill Avenue – surveying and design services
- Highway Department – Woodbridge Road – surveying and design services
- Planning Department – Garfield Street Community Connectivity Project – design services
- Parks & Recreation Department – Clem Lemire Park (Balducci Way) – surveying and design services for accessible parking expansion at turf field and skate park
- Parks & Recreation Department – 63 Eleanor Place (formerly 569 Maple Hill Avenue rear) – design services for irrigation system
- Highway Department – design services - CIP road paving preparation
- Highway Department – design services - CIP Town facility paving preparation (senior center, FD4, high school)
- Highway Department - Sleepy Hollow Road – surveying and design services for gutter
- Highway Department - Timothy Street – surveying services for checking drainage
- Engineering Department - Shepard Drive – design services - Review Manafort shop drawings

ECONOMIC DEVELOPMENT

- Supported the activities of the Economic Development Commission, including preparation of a draft “Newington Means Business” brochure and collateral material.
- Reviewed and commented on drafts of the Transit Village Design District Overlay Zone regulations being prepared for consideration by the Town Council.
- Participated in a Capital Region Council of Government meeting of Towns along the Hartford Rail Line to address perceived funding support for mid-state rail versus Fairfield County rail investments.
- Prepared documents and participated in the rating call preceding the sale of bonds for the Town Hall / Community Center construction project.
- A report received from an Economic Development Commission member indicates that Newington’s commercial vacancy rate is 3.9% on a base of 9.3 million square feet of commercial space. This compares to a low of 3.2% at the end of 2016 and a high of 12.9% at the beginning of 2012.
- Hartford Magazine announced its “Best of” awards for 2019. Thirty-three enterprises and individuals with connections to Newington were recognized, receiving a total of forty awards in multiple categories.
- Newington unemployment remains at historic lows. After creeping up to 3.9% from 3.2% in December, 2018, the unemployment rate drifted back to 3.7% in March, 2019.
- Eversource has received a new offer for 3333 Berlin Turnpike. No information is known as to what the potential buyer’s plans might be.
- The owners of Local Market Plaza are trying to sell the plaza in addition to recruiting new tenants.
- Callahan’s Bowl-a-Rama is celebrating its 60th anniversary.
- New business openings included White Orchid Spa at 10 East Cedar Street and Whiplashes at 151 Carr Avenue.
- Renovations are underway for a new barbershop at 287 Main Street and a BizWiz Sign, Print and Copy Center at 2327 Berlin Turnpike. Renovations should begin shortly for Neptune Cremation Service at 3153 Berlin Turnpike.
- Montana Nights Axe Throwing at 80 Fenn Road applied to TPZ for permission to add outdoor seating and to expand its parking lot in response to an increase in business. Artichoke Basille restaurant, which recently opened at 2391 Berlin Turnpike, applied to TPZ to add outdoor seating.
- Advised commercial real estate brokers representing Newington properties for sale or rent.
- Assisted commercial real estate brokers and business owners searching for locations in Newington to open new businesses.
- Assisted existing business owners seeking new locations within town.
- Provided advice to entrepreneurs looking to start a business in Newington.
- Assisted businesses with applications to the Town Plan and Zoning Commission.
- Advised commercial property landlords seeking new tenants or to sell their properties.
- Researched and provided information to businesses interested in moving to Newington and developers looking to build in Newington.
- Provided information to businesses that recently opened or will soon be opening in Town.
- Helped business owners seeking assistance from Town departments.
- Prepared information and documents for the Town Manager.

BUILDING DEPARTMENT

- An Electrical Permit was issued to relocate power and data for the relocated ATM. Relocate lighting and switches as necessary in way of renovation for relocation of ATM for Peoples United Bank in the Stop & Shop on Fenn Road.
- An Electrical Permit was issued for the Electrical for the new Town Hall.
- An Electrical Permit was issued for the Lucy Robbins Welles Library to supply & install (2) cat 6 cable for a Josh desk.
- An Electrical Permit was issued for the Senior Center for various electrical work.
- A Mechanical Application was applied for and is under review for 150 New Britain Ave, the Clem Lemire Little League field to install a mini split unit.
- A Mechanical Permit was issued for the complete HVAC system for the new Town Hall.
- A Plumbing Permit was issued for the plumbing for the new Town Hall.
- Seminars attended by our Inspectors for their continuing education credit were:
 - A. Hanke - Assembly Use and Occupancies Requirements– April 3, 2019
 - K. Kilkenny - Assembly Use and Occupancies Requirements– April 3, 2019
- Building Department activity for the month of April was as follows: The Inspectors completed a total of 156 Inspections. They were: Above Ceiling (1), Damp proofing (1), Electrical (5), Final (64), Footings (8), Foundation (6), Gas Line (15), Insulation (4), Mechanical (4), Plumbing (1), Roofing (1), Rough (46).
- The total number of Building/Renovation Permits issued / applied for the month of April was 188 producing a total permit value of **\$6,356,181.00**
- They are categorized as follows:

<u>TYPE OF PERMIT</u>	<u># OF PERMITS</u>	<u>VALUE OF PERMITS</u>
ADDITIONS /ALTERATIONS	37	451,233.00
DECK	3	5,200.00
DEMOLITION	0	0.00
ELECTRICAL	47	2,039,053.00
FENCE	0	0.00
FIRE SUPPRESSION / SPRINKLER	0	0.00
FOOTING / FOUNDATION	0	0.00
FUEL TANK	1	3,420.00
GARAGE / SHED	2	12,973.00
MECHANICAL	37	2,565,803.00
NEW COMMERCIAL	0	0.00
NEW MUNICIPAL	0	0.00
NEW RESIDENTIAL	0	0.00
PLUMBING	21	831,121.00
POOL	2	9,585.00
ROOFING / SIDING	29	407,856.00
SIGN	4	6,143.00
SOLAR	3	21,477.00
TENT	2	2,317.00
TOTAL	188	\$6,356,181.00

The total Building income fees received in the month of April was **\$16,018.00.**

The total fees for other income were as follows: Town Planning and Zoning (Applications/Publications) \$1330.00 Environmental \$300.00 Conservation \$200.00, Zoning Board of Appeals \$0.00, Copies, Books and Maps \$86.00 Driveway / Excavation \$8675.00 Engineering copies \$63.50. The other total income is \$10654.50.

Below is a comparison of the Permit Values for April 2019 and April 2018:

	<u>2019</u>	<u>2018</u>
Value of Permits issued for April:	\$6,356,181.00	\$1,941,576.00
Fees for Permits issued for April	\$16,018.00	\$22,826.00
Other income Fees for April	\$10,654.50	\$3,741.50
Building Permits Issued for April:	188	151

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

2018-2019		2017-2018	
<u>Value</u>	<u>Permit Fee</u>	<u>Value</u>	<u>Permit Fee</u>
\$44,614,384.00	\$199,676.00	\$18,183,612.00	\$ 215,412.00

HUMAN SERVICES

- Middle School SCORE programs are still going strong into May and the Summer Youth Adventures 2019 (SYA) brochures were emailed and will be distributed into the middle and the 4th grades of the elementary schools. We are receiving registrations for SYA.
- April's 5th Grade Challenge program was able to hold in-class and final challenge sessions outdoors. Both classes were active and enthusiastic groups of students that learned about cooperation, communication and commitment from their challenge experiences.
- Newington Challenge Course officially opened our 21st season this month on April 1, 2019. We have scheduled programs through the spring, summer and fall of 2019.
- High School Summer Mentors applications have begun to come in and we are working on scheduling them for the summer programs.
- Coordinator Meskill continued to provide weekly supervision to student intern: Ashley Muzik. Rik Huggard provided supervision to Samantha Nunes from Tunxis.
- Coordinator Meskill attended DARB meeting at Newington High School reviewing students who have behavior or attendance issues.
- Coordinator Meskill along with Director LaBrecque attended NCRMHB presentation on homelessness and people with MH disabilities.
- Coordinator Meskill attended training on Supporting and Engaging Transitional Age Youth.
- Coordinators Meskill and Huggard attended and presented at the annual career fair sponsored by the high school.
- Coordinator Wassik attended evening Hunger Action Team Meeting with representatives from a cross section of the community to address Hunger issues in Newington and attended annual HAT symposium addressing food insecurity issues along with Director LaBrecque.
- Coordinator Wassik and SW Gugliotti continued to deal with numerous threats of oil outages and water and utility shut-offs: accessing resources and negotiating arrangements with the various companies.
- Director LaBrecque finished State Targeted Response grant with the focus on prevention efforts in the Opioid Crisis that we worked collaboratively with the towns of Wethersfield, Rocky Hill & Berlin on.
- Part time SW Smith coordinated and planned annual volunteer recognition dinner. All staff assisted, Rik provided musical entertainment. 90 volunteers along with TM Lane, Mayor Zartarian and several TC members attended making it a very successful evening.

April 2019 Statistics

	FY 18-19 Total This Month	FY 18-19 Total Last Month	FY 18-19 Cumulative Total YTD	FY 17-18 Cumulative Total YTD
Selected Programs				
Youth and Family Counseling Cases	16	18	136	128
Clinical presentations	0	0 <small>presentations/attendees</small>		

Youth & Family Service Hours	50.25	50.25	388	368.5
JRB cases	4	2	16	5
JRB Service hours:	9	5	34	Not reported last year
Positive Youth Development	237	304	2006	2838
Community Service	1	1	12	16
# of hours completed	25	25	174	Not reported last year
Challenge Course: Adult youth(outside)	180	0	319	
	12	0	288	
Information and Referral	634	554	6822	6100
Social Casework Cases	68	82	736	734
Under 55 =	21	21	217	174
Under 55 disabled =	9	11	143	156
Over 55 =	38	50	376	402
Social Casework Service Hours	117.25	133.25	1140	1242
Under 55=	34.75	26.5	280.25	285.5
Over 55 disabled and/or disabled	82.5	106.75	858.75	956.5
Food Bank Household visits	121	138	1436	1298
# bags of groceries distributed	503	614	6370	6356
Mobile truck	125	137	1369	1305
Clothing household visits	0	0	60	204
# bags of clothes given	0* clothing closet ended	0	76	259
Special Needs	5	11	94	60

*Clothing closet ended

SENIOR AND DISABLED CENTER

- Center Director Dianne Stone was a witness at a hearing of the US Ways and Means Committee Social Security Subcommittee meeting in Washington D.C. on April 10th. Ms. Stone testified about the importance of Social Security to people who come to the Center, especially those who struggle to make ends meet.
- The Community Renewal Team (CRT), the provider for the federally funded Elderly Nutrition Program, notified the Center and other meal sites that they would be implementing reductions in the congregate meal program effective June. CRT is experiencing funding shortfalls due to what they explained as approximately 1,600 extra meals served per month in congregate programs. The reduction in Newington will likely mean that CRT will not provide meals on Wednesdays. Center staff are working to identify alternative options to ensure that a meal is available on the days that CRT cancels meals.

- The Center was selected to participate in a collaborative initiative with the National Council on Aging and Lyft to explore how rideshare service can improve the health and wellbeing of older adults. This was a competitive opportunity with only three sites in the nation selected. Along with tools and training, the Center will receive \$10,000 to fund participation.
- Newington residents Hal and Gail Whitney provided an informative presentation on cutting the cord – eliminating cable to save money. They discussed the methods they used and alternatives to a sold out audience. The program had a substantial wait list and a second session was scheduled for May.
- The AARP Tax-Aide program drew to a close. The volunteers in this program serviced more than 350 people this year.
- A large audience enjoyed a movie on the big screen on April 2nd complete with popcorn and refreshments.
- Tech Center volunteers, Ken, Jay and Jim continue to help with technology (cell phone, laptops, tablets, software, etc) related questions. This is a drop in program where participants are encouraged to bring their own device or use our computers.
- On April 5th, the Center's Giving Garden volunteers hosted a discussion and demonstration about sourcing and timing seed starting, soil and nutrients. The garden was gifted new raised beds as well as temporary green houses. With an indoor garden area established in the Center, they have been able to start seeds and held a successful plant sale at the Library book sale. They will hold another plant sale at the end of May with seedlings and perennials from the garden.
- A new session of W.I.S.E. - (Working Together: Intergenerational Student/Senior Exchange), was held this month. The WISE program was developed by Central CT State University Professor Carrie Andreoletti to provide opportunities for CCSU students and older adults to discuss topics of mutual interest. In this two-day session, participants discussed the human experience across the lifespan and the short story "Pie of the Month".
- Starling Physicians sponsored two educational programs this month. On April 11th Dr. Larry Suecof discussed the important issues of wound and foot care for those with Diabetes, including screenings, treatments and preventative care. And on April 12th Dr. Daniel Morganstern will discuss the important role that genetics plays in assessing the risk and treatment of breast cancer.
- On April 15th the center hosted a drum circle experience to a sold out class. Drummer and instructor Tim Kane lead participants in a therapeutic hand-drum and percussion circle. No musical experience was needed for this fun, hands on program. Exotic drums from all over the world and handheld percussion instruments were available for use.
- On April 23rd Emil Johnson, program manager of Jefferson House's GoodLife Fitness presented a program to learn how to be aware of surroundings to avoid slips, trips and falls.
- ConnectiCare provided a seminar on April 25th, providing an overview of Medicare, how it works and the benefits.
- The Center's own Rose Bolton provided another sold out mixed media art canvas class. These programs have a steady following and provide the materials and instruction to create a masterpiece in a social environment.
- 37 individuals received MOW in April. Of those 37 recipients:
 - 7 receive meals 7 days per week
 - 20 receive meals 5 days per week
 - 2 receive meals 4 days per week
 - 5 receive meals 3 days per week
 - 3 receive meals 2 days per week
- The Center had a total paid membership of 1,499 people as of the end of the month.
- 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 3888 by 490 people. Dial-a-Ride provided 94 residents 1084 trips this month, covering 3478 miles. A majority of trips are to and from the Center for lunch and activities.
- Center staffing was complemented by a recorded 679 hours of unpaid service in 264 instances by 57

volunteers. Approximately half of those hours are served in the coffee and gift shops. The Center's Annual Volunteer Recognition and Wall of Honor Dinner is scheduled for May 28th at 5p.m.

PARKS AND RECREATION

Recreation Division

- Spring indoor swim lessons are being offered on Monday and Wednesday nights to accommodate those looking for lessons before the summer season. Stew Leonard's generously donated \$4,500 to help subsidize the cost of swim lessons for families. As a result, all spring group swim lessons were \$10.00, as opposed to \$40.00.
- Interviews for seasonal staff positions are ongoing.
- Registration for the 2018-2019 school year at our Creative Playtime Preschool is ongoing.
- The Summer Program Guide was completed and distributed to 13,000 Newington households during the week of April 29.
- Residents may now purchase summer pool passes at a discounted rate through May 17th.
- Summer program registration for residents starts on May 1st.
- Playground Pals (formerly the summer camp program for children entering Kindergarten and Grade 1) is now part of Camp RECreate.
- Camp RECreate (children entering Kindergarten through grade 8) program information was distributed to Newington students entering Kindergarten through grade 8. Information was also distributed to 13,000 Newington households as an insert in the Rare Reminder. Program dates are Monday through Friday, June 24 through August 9 (no program on July 4). Camp RECreate hours are 7:30 am to 5:30 pm. Discounted rates are available if children are registered by May 18th. A sibling discount is also being offered for families with more than one child enrolled.
- Camp S'More is being offered the week of August 12 through 16 (7:30 to 5:30) for children entering Kindergarten through grade 4.
- Staff attended CRPA Spring Quarterly on April 11.
- New programs being offered and included in the Summer Program Guide are: American Sign Language for Kids, Fundamentals of Fitness and Nutrition, Field Hockey Sunday Funday Pick Up Games for Adults.

Parks and Grounds and Cemeteries

- Continued setting up baseball fields.
- Continued setting up fields for soccer and lacrosse.
- Had two 180 seasonal employee's start. One works on mowing circles and the other person is helping to get pools ready.
- Also had 2 part time staff start; one for taking care of Town flowers at signs and the other to keep the center clean.
- Had 4 people attend the Certified Pool Operators class and test to get there CPO license. All four passed. The Town of Newington now has 4 certified union employees and one Supervisor.
- Churchill pool was pumped down, power washed and is ready for repair.
- Water was turned on to all the bathrooms.
- Worked with the forestry cutter on clearing brush back at Emmanuel and Kirkham Street.
- Over seeded and rolled fields at Emmanuel.
- Three staff members worked on removing the three big planters from Town Hall.
- Removed the Stewartia tree from the Town Hall and put it at Clem Lemire sports complex. I replaced a dead Plum tree.
- At the West Meadow Cemetery we had 4 single depth, 5 double depth and 2 ash interments. We had one grave sale.

Tree Warden

- Removed fallen tree from resident's yard, 145 Cedar Street. Tree from along water way next to Town Hall.
- Removed two uprooted trees from R.O.P.E.S. Challenge course.
- Removed dead Cherry and dead Box Elder in ROW on Foster Street.
- Removed 5 dead Ash trees from ROW Webster Street by Webster Court.

LIBRARY

- The Library Board of Trustees Library's *80th Anniversary Celebration Series* held its 3rd cultural event on April 7 with a musical performance by Grayson Hugh and Polly Messer. 89 people enjoyed a Sunday afternoon of soulful music with this harmonizing duo. This Series is funded by the *George G. Hanel Fine Arts Series* and the *Lucy Robbins Welles Library Legacy Society*. Eight cultural events will be held to signify the library's eight decades of service to the Newington Community. All events held at the library are free for the public. The Series will continue on June 21 to celebrate *Global Music Day* with a jazz performance by the *Larry Gareau Quartet*.
- The Library Board of Trustees and the Race Committee continued planning for the *23rd Annual Newington Library 5K Challenge Road Race*. The race will be held on Sunday, May 19 at 9:00 a.m. at Mill pond Park, rain or shine (Hopefully shine).
- The Friends of the Library had a very successful spring book sale that was held on April 26, 27 & 28 at the Senior and Disabled Center.
- The library staff hosted its annual Volunteer Appreciation Breakfast on April 11. The breakfast is a way for staff to thank the many library volunteers who help make the library a vital component in the community. This year's theme was space to tie in with our summer reading theme "A Universe of Stories."
- The children's staff presented 64 programs to 1,690 children and their caregivers. Special April Vacation Week programming included *The Whole Tamale* with audio-storyteller Nancy Tucker, *Pets and Caring Kids* with the Connecticut Humane Society that taught kids how to keep their pets happy and healthy, and *Scientellers Present: Wild West: Mystery of the Golden Piano*. Highlights of other April programs included *Ready for Kindergarten*- a 4 week program to help children develop the skills needed for a successful start in school, *My Gym* which combined movement and stories and *Sensory Sensation* that had elementary school-aged kids using their hands to squish, squeeze and explore.
- Teen librarians Bailey Francis and Jen Bassett were busy this month with some fun programming at the library and outreach to the schools. They offered 7 programs to 292 teens. In collaboration with the Human Services Department, teens spent a morning doing a challenge rope course, followed by a pizza lunch and then they went to the movies and saw *Shazam* Teen author Julia Tannenbaum gave a very moving presentation about her graphic novel *Changing Ways* that focuses on her struggles with mental health issue, anorexia and self-harm. Bailey and Jennifer also did book talks for the 7 & 8 grade language arts classes at Martin Kellogg Middle School and facilitated 2 book talks at the Newington High School. They are currently preparing for summer reading.
- This past month 17 programs were offered to 451 adults. The *Made in CT Series* resumed with a presentation from Chef Paul Finney, owner of *October Kitchen* of Manchester, a chef delivery and pickup service he started in 2000. A *Mary Poppins Delightful Double Feature Movie Matinee* was held on April 18. Adults, teens and kids enjoyed a showing of the original *Mary Poppins* movie in the morning and the new *Mary Poppins Returns* in the afternoon. Several staff members dressed up as characters and had fun with these Disney classics. *Goodwill Career Center* sponsored a *Cover Letter & Reference Page Job Seekers Special* program to help people learn how to set themselves apart from others when looking for a job. Highlights of other programs included two well attended book discussions: *Page Turners* that discussed the book *Little Fire Everywhere* by Celeste Ng and *Brown Bag It with a Book Discussion* that discussed *My Beloved World* by Sonia Sotomayor. *Movies & More* this month featured the film *Instant Family*. The monthly *Special Friends* program with the Newington and Wethersfield Transition Academies and outreach to Bel Air and Middlewoods completed the month.
- Total circulation of library materials was 25,119. Digital media which includes eBooks, digital music, magazines, audiobooks and movies were downloaded 3,358 times from the library website. 14,535 people visited the library during the month. There were 7,290 visits to the library's homepage. Popular online services included, *Lynda.com*, *Universal Class*, *ValueLine*, *Ancestry.com*, *BookFlix*, *PebbleGo Animal database* and *PebbleGo a Next Science database*. Museum passes were used 143 times this month, the most popular being *New Britain Museum of American Art*, *Imagine Nation* and *Peabody Museum of Natural History*. The reference staff answered 4,533 reference questions during the month. Free library meeting space including study rooms was used 371 times during the month.
- In technology news, several technology programs were offered. *Goodwill Career Center* sponsored a program on how to use *LinkedIn* and Digital Services Librarian Jennifer Hebert hosted *Spring into Our*

Digital Services: Overdrive & Hoopla. Our one-on-one tech support programs *Tech 4 U* and *Tech Troubleshooting with Teens* were held several times throughout the month. Upcoming technology program will be a presentation on *Spring into Digital Services: RBDigital & Acorn TV* and *Computer Health Tips*. In anticipation of the construction of the new Town Hall, the Town IT department completed a project to remove all digital and analog lines between the library and Town Hall and convert these lines to IP. The old wiring was pulled, new IP phones were installed and all the new lines were configured and tested.

- In personnel news, Teen Librarians Bailey Francis and Jennifer Basset and Head of Children's Services Pat Pierce attended a Town wide school media specialists meeting held at the library. The meeting was very productive for all. Head of Children's Pat Pierce represented the library at the Literacy Night at Anan Reynolds Elementary School. Reference Librarian Dorothy Russell attended the New England Technical Services conference in Worcester, MA. Longtime Part-Time Circulation Substitute Lillian Couto retired from the library.
- Topics of note that were researched this month included:
 - Nutmeg book recommendations for kids.
 - How to preserve bananas.
 - Pest control companies in town.
 - Ratings of small tablets.
 - Administration of a will, probate form.