



Paul J. Fetherston  
Town Manager

# TOWN OF NEWINGTON

131 CEDAR STREET  
NEWINGTON, CONNECTICUT 06111

## OFFICE OF THE TOWN MANAGER

### MEMORANDUM

To: Newington Town Council  
From: Paul J. Fetherston, Town Manager  
Date: August 5, 2005  
Re: Monthly Report – July 2005

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#### GENERAL ADMINISTRATION

During the month of July, the primary focus of the Office of the Town Manager was (a) in conjunction with the Town Attorney, Town Planner and Trust for Public Land, finalizing preparations for and participation in the Eddy Farm agricultural preservation easement closing which took place on July 11, 2005; (b) completing the Fiscal Year 2004-2005 performance evaluation process for Department Heads and Administrative Group employees; and (c) addressing a number of personnel matters.

Other items of interest during the month included:

- Participating in internal discussions regarding the most appropriate and effective way to electronically maintain and update the Town's Code of Ordinances;
- Participating in a statewide Homeland Security conference call with Governor Rell to review security measures following the London bombings on July 7, 2005;
- In conjunction with the Town Planner and the Town's Brownfield grant consultant, meeting with representatives of CRCOG and the Department of Transportation regarding the status of the Hartford-New Britain Busway and its relationship to the Town's efforts to redevelop the National Welding site;
- Meeting with the internal staff Performance Evaluation Working Group for purposes of discussing evaluation formats for implementation with all employee groups during Fiscal Year 2005-2006;
- Attending the July 18 meeting of the Police Department Renovation/ Expansion Project Building Committee for purposes of reviewing plans to renovate portions of the existing lower level space;
- Attending a July 22 meeting with District Town Managers and MDC staff for purposes of reviewing the \$671 million Capital Improvement Plan which the MDC intends to present to the electorate in November 2006;
- Meeting with the internal staff Strategic Planning Working Group for purposes of reviewing the draft Strategic Plan and coordinating the conclusion of the planning in the coming months;
- At the invitation of the Connecticut Town and City Manager Association (CTCMA), participating in a group discussion regarding binding arbitration with staff of the Legislative Program Review and Investigations Committee; and
- Attending the employee reception on July 28, 2005 honoring former Sergeant Geoffrey Anderson on his retirement in May 2005.

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Paid overtime for the month of July 2005 was as follows:

<b>HIGHWAY DEPARTMENT</b>	<b>Overtime Hours</b>	<b>Cost</b>
Vehicles and Equipment	44.70	\$ 2,593.50
Weekend Stand-by and Call-in	20.00	663.68
Road Maintenance	58.50	1,750.00
Total	123.20	\$ 5,007.18
<b>PARKS AND GROUNDS DIVISION</b>		
Weekend Duty	24.00	\$ 787.44
Pool	77.50	2,931.83
Cemetery	12.00	411.12
Herbicide Application	138.00	4,809.30
Extravaganza	116.00	3,868.31
Total	367.50	\$12,808.00
<b>POLICE DEPARTMENT</b>		
	<b>2005-06 Budget Overtime Appr.</b>	<b>Overtime Expended Fiscal Year to Date</b>
Patrol	\$ 723,778	\$33,047.48
Investigation	73,292	1,876.24
Communication	125,605	5,810.42
Education/Training	50,136	393.46
Support Services	20,000	170.63
School Resources Officer Grant	3,349	17.93
Animal Control	11,000	1,115.78
Total	\$1,007,160	\$42,431.94

**PERSONNEL**

- David Zwick began his duties as Assistant Building Official on July 25, 2005.
- Tom Lapierre and Richard Castellani began working in the Parks and Grounds Division as Groundskeepers I on July 25, 2005.
- The Head Dial-A-Ride Driver position was posted to internal candidates.
- An oral panel was convened to interview candidates for the Accounts Administrator vacancy.
- Interviews were conducted for several part-time positions at the Library.
- Project Homeshare Coordinator Sue Toczko submitted her resignation effective August 2.

**RISK MANAGEMENT**

The 2004-2005 Blue Cross/Blue Shield plan year produced a combined paid claim total that was lower than the estimates that were developed at renewal. The total claims were estimated at \$7,142,712. Based on the unaudited paid claims total, the plan year ended with an estimated surplus of \$130,310.

**INFORMATION SYSTEMS AND TECHNOLOGY**

- 89 work orders were completed.
- 29,630 SPAM/unsolicited emails were blocked.
- Roy Zartarian, Information Systems Specialist, finalized and posted the redesigned home page for the Town’s web site; the new design incorporates dynamically updated news, meetings and events sections along with a table of “Quick Service Links.”
- Added Google® searching capability to the web site.
- Work was begun on posting to the web site an up-to-date version of the Town’s Code of Ordinances.
- The Town’s web site had almost 22,000 visits during June 2005. The Meetings and Community Calendars and the Employment page continue to be heavily visited.

- Paul G. Boutot, Director of Information Systems and Technology, conducted a site visit to Keene, New Hampshire along with S. Stephen Juda, Town Assessor, for purposes of evaluating their Computer Aided Mass Appraisal System (IAS – CLT-Tyler).
- Work was done on Wide Area Network connectivity issues that were impacting operations for the Town's Highway Garage and Fire Headquarters.
- Scott Hoagland set up an automated process for the Assessor's Office, providing them with the ability to synchronize internal data and publicly available data more frequently.

**FINANCE**

**Accounting and Administration**

- The 2004-05 fiscal year close out continued throughout the month; particularly busy was the accounts payable area where end of year transactions from departments were forwarded for processing.
- Cash planning and banking services requirements were developed during the month for the new fiscal year.
- There were no major grants received from the State of Connecticut during the month of July.

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)  
7/31/05

General Fund	\$37,203,510
Special Revenue Funds	1,733,497
Capital Projects Funds	5,096,144
Internal Service Fund	2,494,751
Trust and Agency Funds	<u>1,214,533</u>
TOTAL, ESTIMATED BY FUND	\$47,742,435

**INVESTMENTS, BY INSTITUTION TYPE**

Unaudited)  
7/31/05

	Interest %		Interest \$		\$ Invested
Ave. Monthly Yield, Annualized	Current Month	Last Month	Current Month	Last Month	
STIF	3.45	3.26	\$29,723	\$29,931	\$19,756,072
CLASS PLUS	2.93	2.77	\$32,814	\$23,055	\$12,366,060
Banknorth	3.75	3.40	\$18,754	\$14,036	\$ 7,455,444
Sovereign Bank MM	3.75	3.62	\$25,515	\$24,590	<u>\$ 8,164,859</u>
Total Outstanding Investments					\$47,742,435

**Assessor**

- The 2005 town-wide real estate revaluation continued throughout the month. The valuation of residential properties was significantly completed, and the valuation of commercial properties was begun.
- Real estate transactions were read up to July 20th.
- The staff of the Assessor's office assisted residents with motor vehicle assessments during the month of July. Several hundred people needed adjustments to their assessments due in part to vehicles that were sold, stolen, registered out of state, or totaled.

## Revenue Collector

- The annual report of Municipal Property Tax Collectors was filed with the State of Connecticut Office of Policy and Management.
- The quarterly survey of property tax collections was completed and sent to the U.S. Bureau of the Census.
- The month of July was extremely busy as the first installments of tax bills were due. Collection on the current levy amounted to \$31,221,864.

## PURCHASING

### BID NO. 14, 2004-05, LEAF MACHINE

Opening Date: June 9, 2005

Bidder	Base Bid	Alt. One (Leaf Box)
ODB, Richmond, VA	\$15,993	\$3,115

The bid was awarded to ODB.

### BID NO. 15, 2004-05, HIGHWAY FUEL STORAGE TANK AND DISPENSING SYSTEM

Opening Date: July 8, 2005

Bidder	Location	Base Bid Highway Tank	Alt. 1 Two Pumps	Alt. 2 Fuel Mgmt. Sys.	Alt. 3 BOE Tank
Kessler Installation	Hartford	\$55,600	\$8,000	12,000	56,700
Lemelin Env.	Chicopee, MA	\$56,221	\$7,877	\$9,648	\$50,158

The bids are under review.

### BID NO. 1, 2005-06, HIGH SCHOOL TRACK RENOVATION

Opening Date: July 21, 2005

Bidder	Location	Base Bid	Alt. 1
M&M Tennis Court	Bristol	\$292,600	\$3,500
Midstate Site Dev.	Canton	\$539,640	\$10,949
Mountain View Landscape	Chicopee	\$387,500	\$12,500

The bid was awarded to M&M Tennis Court for their low bid.

### BID NO. 2, 2005-06, FIRE DEPT. AERIAL PLATFORM TRUCK

Opening Date: July 14, 2005

Bidder	Location	Base Bid
Firematic/Pierce	Rocky Hill	\$987,300

The bid was awarded to Firematic.

### BID NO. 3, 2005-06, TOWN CENTER STREETScape IMPROVEMENTS, PHASE II

Opening Date: August 11, 2005

### RFP NO. 3, 2004-05, CONSTRUCTION INSPECTION AND CONTRACT ADMINISTRATION

Opening Date: April 22, 2005

## Respondents

GM2, Glastonbury  
Maguire Group, New Britain  
Anchor Engineering Services, Inc., Glastonbury  
A-N Consulting Engineers, Inc., Berlin

Staff interviews with representatives of the firms were held on June 8 with a recommendation that the contract be awarded to Maguire Group.

## RFP NO. 4, 2004-05, TOWN CLERK SYSTEMS

Opening Date: July 7, 2005

## Respondents

CORE Business Technologies, E. Providence, RI  
Cott Systems, Inc., Worthington, OH  
New Vision Systems Corp., Stamford, CT

## TOWN CLERK

- 646 documents were filed on the Newington land records compared to 812 in July 2004, a 20% decrease, generating \$17,987.00 in recording fees and \$53,431.48 in the general fund.
- 78 property transfers generated an income of \$32,799.43 for town conveyance taxes.
- Eight residential properties transferred in July, all in excess of \$300,000. The largest transfer for July was from Heidi B.E. Riggs to Lucy L.E. Fox – for her interest in a 54-acre parcel on Willard Avenue for \$1,350,000.
- Endorsements for municipal candidates for the November election were submitted. New legislation affecting absentee ballots and campaign finance generated questions about procedures and implementation from the staff, candidates and the public.

## Data Summary--July 2005

	<u>July 2005</u>	<u>July 2004</u>	<u>FY 2005-06 To Date</u>	<u>FY 2004-05 to Date</u>
Land Record Documents	646	812	646	812
Dog Licenses Sold	174	206	174	206
Game Licenses Sold	251	130	251	130
Vital Statistics				
Marriage Licenses	26	30	26	30
Death Certificates	23	12	23	12
Birth Certificates	28	11	28	11
Total General Fund Revenue	\$ 53,431.48	\$70,175.43	\$ 53,431.48	\$ 70,175.43
Town Document Preservation	\$ 614.00	\$ 783.00	\$ 614.00	\$ 783.00
State Document Preservation	\$ 1,228.00	\$ 1,566.00	\$ 1,228.00	\$ 1,566.00
State Game Licenses	\$ 4,777.00	\$ 2,815.00	\$ 4,777.00	\$ 2,815.00
State Dog Licenses	\$ 1,169.00	\$ 1,280.00	\$ 1,169.00	\$ 1,280.00
Dog Licenses Surcharge	\$ 438.00	\$ 476.00	\$ 438.00	\$ 476.00
Marriage License Surcharge	\$ 304.00	\$ 361.00	\$ 304.00	\$ 361.00
<b>Grand Total</b>	<b>\$ 61,961.48</b>	<b>\$77,456.43</b>	<b>\$ 61,961.48</b>	<b>\$ 77,456.43</b>

## REGISTRARS

- The two major political parties held their caucuses. After filing their certificates of endorsements, primary petitions became available.
- Sixty new voter registration applications were received bringing the total registered voters to 18,339.
- Eight towns are participating in the Secretary of the State's pilot program for the use of electronic voting machines in the November election.

## POLICE DEPARTMENT

- A DUI Sobriety Checkpoint was conducted on June 24, 2005 under a grant by the Department of Transportation. There were 22 motor vehicle arrests and 10 warnings; there were no arrests for DUI.
- On July 1, two Patrol units worked a roving patrol under a Department of Transportation grant for DUI enforcement. There were four motor vehicle arrests and seven warnings; there were no arrests for DUI.
- During the month of July, patrol officers responded to numerous arson complaints in the north end of town where garbage cans and recycling bins were lit on fire. Suspects were interviewed and the case was transferred to the Detective Division.
- Thirty-seven offenses were the subject of investigation by Detective Division personnel in July.
- One case involving one juvenile was referred to the Youth Officer in July.

## FIRE DEPARTMENT

The Fire Department responded to 60 alarms/emergencies as follows:

	<u>July 2005</u>	<u>1 month Cum.</u>
Residential	23	23
Commercial, Industrial, Office	15	15
Hospital, School	2	2
Vehicle	1	1
Rescue, Police Assistance	1	1
Dumpster, Rubbish	4	4
Grass, Brush, Leaves	0	0
Hazardous Materials/Clean up	3	3
Investigative Alarm	6	6
False Alarm	0	0
Mutual Aid/Standby	2	2
Carbon Monoxide Investigation	3	3
Total	60	60

### Response by Companies through 1 month:

<u>Company #1 (Main Street)</u>	<u>Company #2 (Richard Street)</u>	<u>Company #3 (West Hill Road)</u>	<u>Company #4 (Dix Avenue)</u>
56	44	39	21

Manpower/Response Breakdown\*

	Weekdays 8 a.m.-4:00 p.m.			All Other Times		
	Alarms Answered	Members Responding	Alarms Average	Alarms Answered	Members Responding	Alarms Average
Co. #1	17	119	7	39	445	11
Co. #2	18	182	5	27	134	5
Co. #3	10	30	3	19	84	4
Co. #4	5	10	2	15	69	3

\*Average is to the nearest whole number.

**FIRE MARSHAL**

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

Inspections	21
Inspection Follow-Ups	40
Plan Review	9
Job Site Inspections	8
Underground Tank Removal	0
Fire Investigations	3
Fire Alarm Trouble	3
Complaints	3
Haz/Mat	0
Bomb Threats	0
Blasting	17

- On July 1, a fire in the kitchen at 690 Main Street caused moderate damage to the single family home.
- The Fire Marshal's office was on site throughout the Extravaganza conducting inspections of all tents and portable electrical and propane cooking equipment as well as the fireworks set up and display.
- Blasting continued at the Woodlands site development off Fenn Road. Several minor problems were reported. Blasting at the Balf/Tilcon plant on Hartford Avenue also continued without incident.

**PUBLIC WORKS/FACILITIES MANAGEMENT**

- The first phase of the drainage project at Howard Street and Eddy Lane was completed and tested almost immediately by Mother Nature. All improvements operated as designed. The second phase which will connect the improvements to the old system will begin at the beginning of August. The entire drainage system, which outlets south of Occhalini Court, will be monitored for compliance.
- The plans for the rehabilitation of Ivy lane are being finalized and the start of construction will occur during the second or third week of August with completion scheduled for mid-September.
- The Public Works Director attended a pre-construction meeting at ConnDOT to review the milling and paving of Rt. 405, Patricia Genova Drive.
- The drainage easements for the Sunrise Estates subdivision were filed in the Town Clerk's Office. Building permits are being reviewed and issued when all necessary information is submitted.
- The replacement of street signs has continued; the new signs are larger and brighter, allowing motorists to read them from a farther distance. The program will continue over several years.
- The painting of street center lines and stop bars throughout Town. More work is being done while weather permits and will continue until conditions prohibit painting.

## **Highway Department**

- Highway personnel assisted the Traffic Division with pavement markings along nearly two miles of roadway to date.
- Driveway apron repairs and adjustments were completed as needed following surface milling and paving on Mountain Road, Connecticut Avenue, Cherry Hill Drive, Clarendon Terrace and Lucille Street.
- Miscellaneous projects completed during the month included bituminous and topsoil repairs as well as storm water catch basin repairs.
- A severe thunderstorm on Wednesday, July 27, required Highway personnel to remove tree limbs from roadways and assist Police and Fire Departments with flooding issues as well.
- Landfill product organization continued throughout the month as well as vegetation stockpiling.
- Paving and catch basin repairs were completed at the Clem Lemire Baseball Complex. Bituminous curbing was also installed at Churchill Park between the volleyball and basketball courts.
- A CRCOG bid awarded vendor has been contracted to begin cleaning storm water basins throughout town.
- The Repair garage staff continued to work on the setup of three new Police vehicles for administrative use and scheduled repairs for all Town departments. Emergency and non-scheduled fleet repairs were completed throughout the month of July as well.

## **Facilities Management**

- The summer temperatures have pushed the Town Hall HVAC system to the limit with many break downs and a number of service calls required.

## **TOWN PLANNER**

Facade Improvement Program: During July all major components of the facade work were completed except signage and awnings. All storefronts from Carvel's to Flowers Etc. received new glass, doorways, redesign of rooflines and facade. To date, the only necessary change order was the requirement to remove a small amount of asbestos found in the roof parapet above Carvel's.

Phase II Main Street Improvements: Revised plans and construction cost estimates were prepared by the project engineer, Maguire Group, and the bid publicly advertised July 27<sup>th</sup>. Prior to bidding, the final plans were submitted to ConnDOT District I and the Department of Economic and Community Development for their review comments.

Brownfield Assessment Grant: The Town Planner completed the draft Work Plan and Budget for the EPA's Brownfield Community Assessment grant. Once this draft is reviewed by EPA staff, a final submission will be completed and the Town's grant contract of \$200,000 activated. This project is expected to take about two years to complete. The focus area will be the older industrial corridor between the Amtrak rail line and the New Britain-Hartford Busway. Within this area the project will select at least five properties for Phase I assessment and one property for Phase II and Phase III investigation. The ultimate goal of EPA's community assessment grants is to improve environmental conditions and clean up properties for economic development.

## **Development Project Summary**

- Woodlands, Pulte Homes of New England, was granted a Special Permit for rock processing by the TPZ on July 13 with a 12 month time limit and time of day restrictions. Several additional conditions intended to buffer noise and dust were imposed. The Commission feels their requirements are reasonable and sufficient to protect adjacent property. The alternative would have been trucking 40,000 cubic yards off site for processing. The Commission did not feel this truck traffic would be appropriate on Fenn Road.
- Walgreens – 2920 Berlin Turnpike. The Town Engineer and Town Planner met July 21 with the developer and his civil and traffic engineers to discuss roadway plans and traffic signal design for the Griswoldville and Deming intersection. Town staff was told that the developer is still working out utility pole relocation with SBC and has not made a formal submission to the State Traffic Commission. Utility pole relocations take



considerable lead time to complete. Sanitary sewer connection could also delay the project's opening in September.

- 944 Main Street, zone reclassification and proposed commercial use is before the TPZ. Applicant is requesting change from the R-12 Residential Zone to the B-TC Business Town Center Zone for this .34 acre property which abuts the Town Green. The present historic house at this location is significant because of its architecture.
- 40 Commerce Court, proposed site development plan for 16,100 sq. ft. building for use by an insurance company for vehicle evaluation and damage claims. A component of this use is providing customers with rental vehicles. No auto repair work or storage of damaged vehicles would occur on site.

**BUILDING DEPARTMENT**

- Nine permits were issued for single family residences (711 Willard Avenue, 60 Waverly Drive, 100 Waverly Drive, 115 Waverly Drive, 75 Waverly Drive, 70 Waverly Drive, 130 Waverly Drive, 90 Waverly Drive, and 169 Nicholson Street).
- Two Permits were issued for commercial buildings, a cement block, framed roof structure for booster pump for fire sprinkler system at 393 Alumni Road and a 40 x 50 block building at 120 Styles Avenue.
- Permits issued for the Town were:
  - Electrical Permit for the Town Hall to wire split AC system.
  - Electrical Permit for the Newington High School weight room.
  - Electrical Permit for temporary wiring for the Extravaganza
  - Electrical Permit for installing a new 200 amp panel and wiring 4 new RTCLs at the Martin Kellogg Middle School.
  - Three Tent Permits for the Extravaganza
- Five Certificates of Occupancy were issued, two for single family residences (995 Willard Avenue and 1 Dacosta Drive) and three for commercial buildings (Constitution Eye Surgery, 505 Willard Avenue, Building #3; Prudential Real Estate, 155 Lowery Place; and Town & Country Builders at 95 Kitts Lane.

Building Inspectors completed a total of 321 inspections: Chimney (1), CO (10), Code (17), Decks (1), Ductwork (1), Electrical (86), Final (9), Footing Drains (1), Footings (25), Footing Drains (1), Foundation (1), Framing (39), Gas Line (10), Insulation (14), Mechanical (23), Piers (8), Plumbing (35), Pools (8), Rebars (7), Roofing (3), Siding (1), Sill (2), Sprinkler (11), Waterproof (8).

Building/Renovation Permit Statistics

<u>Type of Permit</u>	<u>No. of Permits</u>	<u>Value of Permits</u>
Addition/Alterations	34	\$ 703,292
Deck	12	22,500
Demolition	2	5,000
Electrical	62	510,312
FSS/Sprinkler	3	34,200
Footing/Foundation	3	42,000
Fuel Tank	4	2,500
Garage/Shed	8	39,600
HVAC	32	233,235
New Commercial	2	40,000
New Residential	9	1,649,723
Plumbing	17	75,600
Pool	5	34,790
Roofing/Siding	19	291,308
Sign	14	51,685
Tent	3	1,800
Trailer	0	0
Total	229	\$3,737,548

Permit Value Comparison for July:

	<u>2005</u>	<u>2004</u>
Value of Permits Issued	\$3,737,548	\$10,788,172
Building Permit Fees Received	60,060	112,210
Other Income Fees	1,817	2,452
Building Permits Issued	229	289

Total Value of Permits and Permit Fees:

<u>2005-2006</u>		<u>2004-2005</u>	
Value	Permit Fee	Value	Permit Fee
\$3,737,548	\$60,060	\$10,788,172	\$112,210

**HEALTH DEPARTMENT**

- Routine inspections for the month focused on food establishments and outdoor public swimming pools.
- The regular quarterly meeting of the Town's Environmental Quality Commission (EQC) on July 5<sup>th</sup> was cancelled due to the lack of a quorum.
- Surveillance for West Nile Virus activity has been very quiet thus far. There have been no reports of dead bird sightings and mosquito trapping counts (at Churchill Park) have remained low.
- On July 16, the EQC had a booth/display at the annual Extravaganza at Mill Pond Park to provide information on a number of health and environmental issues.
- The department is expected to receive \$14,550 for FY 2005-06 under the per capita grant administered by the Connecticut Department of Public Health.
- The landfill groundwater monitoring wells (2) were sampled as well as the private drinking water well at an adjacent residence, per our Connecticut DEP landfill permit requirement.
- Work has commenced on preparing new contract specifications/bid documents for the Town will need to separate over-sized non-processables (carpeting, tires, wood furniture, mattresses, etc.) from the rest of the residential rubbish, per a CRRRA directive.

Statistical Summary

	Monthly Totals	Year to Date	Last Year to Date
Food Establishment Inspections	21	265	226
Food Establishment Reinspections	4	32	27
Other Routine Inspections	14	46	37
New Complaints Received	22	147	77
➤ Complaint investigation made	25	155	71
➤ Notice of Violation issued by Public Health Coordinator	7	34	21
➤ Legal Order issued by Director of Health	0	2	1
➤ Complaint compliance recorded	16	125	68

**HUMAN SERVICES**

- The Social Casework Program handled 69 active cases. Presenting issues included health, mental health, housing, financial, transportation and domestic conflict.
- Food Bank, Clothing Closet and Special Need Fund requests remained constant with families and individuals experiencing difficulties due to job loss, fixed income and/or medical conditions.
- Coordinator Karen Futoma and Social Worker Carol LaBrecque are handling Food Bank re-determinations and preparing for the Holiday Food, Toy and Gift Programs.

- The Youth and Family Counseling Program experienced a seasonal decrease with two new referrals, 11 inactive and 6 closed cases.
- 79 clinical therapy sessions were conducted and 122 phone contacts were made to families and other agencies.
- Positive Youth Development activities included the following:
  - Collaboration with the Capitol Workforce Partners and Capitol Region Education Center to implement the Summer Youth Employment Program placing four youth within Town departments.
  - The Summer Youth Adventure Program offered a wide variety of activities for middle school age youth, including Safari and Skate, Survivor Week, Horseback Riding, Beach Days, Circus Smirkus, The World Around You Week, and Run, Shoot and Score Week.
  - The Challenge Course was used by such groups as Central Connecticut State University, Wethersfield Youth Services and Loctite Corporation.
  - A 30 foot climbing wall at the Parks and Recreation Extravaganza to allow participants to stretch their abilities and conquer their fears.
- Staff from the Library, Parks and Recreation, Senior and Disabled Center and Human Services met to review each department's program offerings. They will meet regularly for ongoing program planning.

### July 2005 Statistics

Selected Programs	FY 05-06 Undp. Total This Month	FY 04-05 Undp. Total Last Month	FY 05-06 Cum. Undp. Total YTD	FY 04-05 Cum. Undp. Total YTD
Youth and Family Counseling	38	55	38	53
Positive Youth Development	480	579	480	312
Youth Works (Job Bank)	2	3	2	5
Information and Referral	163	206	163	97
Social Casework Cases	69	66	69	77
Under 55 = 35				
Over 55 = 34				
Food Bank Participants	87	88	87	96
Special Needs	14	16	14	7

### **SENIOR AND DISABLED CENTER**

- Newington's finest flipped burgers and hot dogs for a sell out crowd at the 2<sup>nd</sup> Annual Safety Picnic, co-sponsored by the Newington Police Department, on July 21<sup>st</sup>. Tickets for this event sold out the first day they were made available.
- On July 12<sup>th</sup>, Andrew House Health Care provided a Brunch and Learn presentation focused on hydration.
- On July 25<sup>th</sup>, a physical therapist provided walking assessments as part of a "Tune Up Your Step" program sponsored by Patient Care of Newington. This screening also provided recommendations for assistive devices like walkers and canes and instructions for their proper use.
- The first wave of education programs for the impending Medicare Part D began in July. As part of this program, extra help with premium payments is available to eligible participants. Social Security Administration is responsible for the application process and representatives are holding assistance sessions on-site. Medicare Part D, designed to provide prescription drug coverage, is the biggest change to Medicare since its inception. It is very complex and its application and/or usefulness will vary based on individual circumstances. The Center is working with the CHOICES program and the State to ensure that our residents have the most up to date information.
- The Center's membership is 3,396 with 12 new members in July.
- Social Worker Teri Snyder maintained a caseload of 46 throughout July with four new cases opened. Ms. Snyder also assisted the State Protective Services for the Elderly with three separate investigations of at-risk seniors. 'At-risk' can include allegations of self-neglect, elder abuse, financial exploitation, etc.
- Center Director Dianne Stone, as part of her involvement with the Connecticut Elder Action Network (CEAN), a statewide coalition of elder advocacy organizations, participated in a panel presentation of the implications of the most recent legislative session.

- Ms. Stone also began her terms as President of both the Connecticut Association of Senior Center Personnel (CASCP) and the Connecticut Association of Municipal Agents for the Elderly (CAMAEL). Ms. Stone was also officially notified that she has been selected as an at-large delegate to the National Institute of Senior Centers.
- The Special Olympics program continues to run very strongly. The athletes are currently training for the softball qualifier and the Fall Sports Classic.
- The Renter's Rebate program continues with 29 applications turned into the state this month, representing refunds in the amount of \$12,698.41. Coordinator Karen Halpert has processed 193 applications to date, an increase of more than 10% from last year.

Dial-A-Ride		Wellness Clinic		Senior Café
Trips	Miles	On-site	Off-site	Meals Served
1,692	4,422	122	17	1,127

Project Homeshare				
	Current Matches	Providers	Seekers	Counseling Calls
Newington	2	7	2	4
Other Comm.	6	32	43	32

## **PARKS AND RECREATION**

- Superintendent Wendy Rubin attended meetings of the Department Heads, Performance Appraisal Team, Community Services Team, Public Works Team, Wellness Committee, Joint Publications team and the Mid-State Collaborative, and Extravaganza preparations.
- A meeting was held with Gail Whitney of the Chamber of Commerce to discuss upcoming Community Events and potential sponsorships and partnerships.
- Discussions with the NHS Athletic Director and representatives of many sports leagues have begun regarding field use and scheduling for the fall.
- Ms. Rubin hosted the Community Services Team taping for cable TV with the theme "July is National Parks & Recreation Month" and interviewed Alison Harle, Executive Director of the Connecticut Recreation and Park Association, as a guest speaker.
- A pre-bid meeting was conducted with the representatives for the sports field lighting companies.
- Supt. Rubin assessed, inventoried, and ordered appropriate signage for the parks and pools including an update of the park rules.
- Recreation Supervisors Sean Dwyer and Kristine Kravontka met with the programming staff from the Senior Center, Library and Human Services to discuss programs for the upcoming fall season.

## **Recreation Division**

- Trips for the playgrounds include Bowling, Roller Skating, The Science Center of Connecticut and The Great Escape. Special events included a Cookout, Popsicles, and Wacky Water Week.
- The Summer Music Program concert was held on Wednesday, July 27, at John Wallace Middle School; 124 students performed.
- Newington Library held its annual Library Splash Party at Mill Pond Pool; 341 people attended.
- Mid-season evaluations were done for all Playground Program Counselors.
- Staff Appreciation Night was held for all seasonal summer staff at the Rock Cats Game in New Britain.
- Newington Parks and Recreation hosted a swim meet versus Plainville Parks and Recreation; 40 swimmers participated.
- Newington Summer Musical Workshop performed the play "Abracadabra Aladdin" at the Senior and Disabled Center on July 29 and 30. The performance was Cabaret style with 34 young actors involved.
- Mill Pond had 5,068 swimmers during open swim times and Churchill had 5,226.
- The Mill Pond Park Extravaganza on Saturday, July 16, was a tremendous success.

- Thursday night concerts at Mill Pond Park sponsored by Data-Mail and Newington Lions Club have been well attended.
- Camp Sunrise, a structured therapeutic day camp servicing special needs children from Glastonbury, Rocky Hill, Wethersfield, Cromwell and Newington, provided an enjoyable summer for 13 Newington participants. The camp is hosted in Glastonbury.

### **Parks & Grounds Division**

- The picnic season is in full swing at Churchill Park with almost two dozen group picnics held in July. The volleyball court was completed and is in use by groups and casual users.
- A full ballfield schedule averaged up to five games per night.
- Extravaganza activity this year included temporary fencing of approximately 2,000 feet, transport of equipment to and from the site, and setup, cleanup, and teardown of the event.
- Over 4,000 square feet of sod was installed on the soccer and J.V. football fields to prepare for fall play.
- An intense rain and wind storm caused numerous branches and limbs to fall and the loss of several trees in town.
- Cemetery personnel performed five interments in Town cemeteries during July. Seasonal shrub and row pruning is being conducted to control the height of the thousands of plants in the cemeteries.

### **LIBRARY**

- With almost 900 children, 150 teens, and almost 400 adults participating, the *Dragons, Dreams, and Daring Deeds* theme of the summer reading programs has been very successful with incentive prizes offered and some readers are being honored for their efforts by having their names included on gift plates in new library books.
- The Friends' Advisory Board met in July to discuss their 2005-06 budget for their fiscal year which begins on September 1. They plan to continue funding many of the popular programs and services that the community has come to enjoy over the last few years.
- The Friends' summer bus trip to Block Island was a success, with a 50 people enjoying the sun and other activities at this summer destination point.
- 1,834 children and their caregivers attended 51 programs. The Summer Splash Party at Mill Pond pool attracted 343 people on a warm summer night. The annual Buddy Bake-off included 75 children and their adult "buddies" vying for prizes for the best home-made baked goods. 154 family members participated in a sleepover in the library which included an interactive live Castle Clue game and make-your-own-sundaes.
- *The Art of Swordsmanship* provided over 130 people with a demo and informational program about this medieval art. The medieval art of soap making was introduced to teens, and *The Adventures of Robin Hood* was screened for seniors at the *Brown Bag it with a Movie* series
- Topics of note that were researched this month included:
  - Ratings of oil furnaces.
  - Number of genes in the human body.
  - Civil war music.
  - Coming of age fiction.
  - Explanation of dinosaur extinction for a five-year-old.
- Circulation of materials was 40,441; an average of 1,005 people entered the library each day, 5,694 reference questions were answered and 1,658 items were processed and added to the collection.
- Use statistics for the month of July remain high with 8,121 hits on the library's homepage. 1,802 people used the Internet computers in the library. Two databases continue to show large amounts of remote usage - the Hartford Courant (1,871), and Wilson Biographies (1,568). The new database, Auto Reference Center, had 20 searches – 8 from remote sites. Reference USA (phone directory) increased by 90% over last year.
- A plan for several departments to produce a fall brochure that will be included in Newington Life is being developed.
- Library directors in the quad-town region met to plan for fall networking opportunities for library staff as well as discussion of next year's One Book project.

