



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: Marian Amodeo, Acting Town Manager
Date: April 14, 2006
Re: Monthly Report – March 2006

GENERAL ADMINISTRATION

The month of March was devoted to the preparation for and the presentation of the proposed budget for FY 2006-07, including departmental and capital budgets. The budget will be finalized on April 11, 2006.

Other items of interest or work accomplished during the month included:

- Meetings with various Town staff members to finalize updates to job descriptions,
- Meetings with former Town Attorney Peter Boorman for purposes of final reporting of issues still in his purview,
- Meetings with Labor Counsel Ken Plumb on a number of personnel issues,
- UNICO Pancake Breakfast,
- Irishperson of the Year dinner,
- Meetings with the Town's negotiation team to prepare for two union contract negotiations,
- Mid-state Collaborative quarterly meeting with appropriate Town staff and those of the three surrounding towns,
- Attendance at the NVA Annual Banquet,
- Guest speaker, along with Mayor Mortensen, at the Rotary luncheon,
- A meeting with the Town's Agent of Record to learn the results of the marketing study,
- Attendance at the Newington Volunteer Fire Department awards dinner,
- Participation on an oral review panel for an administrative position in the Town of Canton,
- Three final interviews for a Groundskeeper I position,
- A meeting with Town staff regarding AEDs in Town buildings.

Paid overtime for the month of March 2006 was as follows:

HIGHWAY DEPARTMENT	Overtime Hours	Cost
Vehicles and Equipment	29.10	\$ 1,182.33
Weekend Stand-by and Call-in	16.00	644.80
Road Maintenance	82.70	3,032.91
Snow Removal	<u>22.50</u>	<u>866.61</u>
Total	150.30	\$ 5,726.65

Phone: (860) 665-8510 Fax: (860) 665-8507
townmanager@ci.newington.ct.us
www.ci.newington.ct.us

PARKS AND GROUNDS DIVISION	Overtime Hours	Cost
Snow Removal	108.00	\$ 3,246.97
Miscellaneous	4.00	124.88
Total	112.00	\$ 3,371.85
POLICE DEPARTMENT	2005-06 Budget Overtime Appr.	Overtime Expended Fiscal Year to Date
Patrol	\$ 723,778.00	\$ 523,807.84
Investigation	73,292.00	51,689.44
Communication	125,605.00	124,091.11
Education/Training	50,136.00	38,190.18
Support Services	20,000.00	19,083.18
School Resources Officer Grant	3,349.00	2,098.45
Animal Control	11,000.00	8,600.82
Total	\$1,007,160.00	\$ 767,561.02

PERSONNEL

- Accounts Administrator Maura Kjar notified the Town she will not return to Town service after her baby is born in order to spend time with her family.
- The position of Revenue Collector was advertised with a closing date of April 28.
- Advertising was begun for certified Police Officers.
- Testing and interviewing for the Groundskeeper I vacancy were conducted during the month.

Professional Development

- Public Works Director Mike Mancini and Highway Superintendent Frank Sanzo attended a presentation on Plasma Acc. Technology. This new technology is being proposed to aid in the reduction of disposed trash by burning at extremely high temperatures. The process can reduce the waste stream by about 95% and everything except nuclear material can be included in this process.
- The Public Works Director, Highway Superintendent and members of the Highway Division attended a Risk Management for Public Works Department seminar at the University of Connecticut. The seminar provided suggestions for reviewing the Town's procedures and guidelines.
- Parks and Recreation program staff attended Inclusion Training.
- Kristine Kravontka, Recreation Supervisor, attended a workshop on Summer Camp Liability presented by CIRMA.
- Youth Worker Crystal Morawitz attended a two-day Wilderness First Aid training to maintain her certification.

RISK MANAGEMENT

The eighth month of the 2005-2006 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 \$634,441 per month; the initial number for February 2006 came in at \$569,809.

INFORMATION SYSTEMS AND TECHNOLOGY

- Completed 90 work orders.
- Blocked 34,784 SPAM/unsolicited emails from reaching Town employees and 174 viruses.
- Installed, configured and tested new Workflows application on several library computers. Full deployment of this upgrade is scheduled for April 2006.
- Installation, configuration and testing continued for the new public/patron computer network segment of the Lucy Robbins Welles Library. A partial deployment of this network is scheduled for April 2006.
- GIS Coordinator Gregg Breton worked with the Engineering Department to update local wetland boundaries.

- Worked with Town Planner Mr. Ed Meehan to code all parcels with one of twenty land use codes that will help him summarize a report for the ten year Town Plan of Conservation and Development.
- Worked with Public Works Department utilizing new 2003 planimetrics (catch basins) to update existing catch basin layer. Data is currently being utilized by Public Works in the performance of the Town's Catch Basin Inventory and Cleaning Program.
- The Town's web page now has additional functionality with the activation of a survey feature. Two surveys are presently on-line: the Volunteer Board and/or Commission Application and the Citizen Survey feedback card.
- There were slightly more than 35,000 visits to the web site in March. Sections providing information about events and programs, employment, and property assessments were visited most frequently.

FINANCE

- The Town Manager's 2006-07 proposed budget was submitted to the Newington Town Council in early March. Budget workshops were conducted with the various departments throughout the month.
- Meetings were held with the Agent or Record for health benefits to review revised claim trend numbers from Anthem Blue Cross/Blue Shield. The claim trend factor was reduced on an industry wide basis by Anthem that favorably impacted the 2006-07 renewal for the Town and the Board of Education. Also adjusted favorably was a reduction to its administrative fees. In total, these reductions were approximately \$500,000 less than earlier estimates.
- The Health Benefits Fund calculation was completed on March 20th in accordance with the Memorandum of Understanding. As a result, both the Town and the Board are projected to receive credits. Should favorable trends continue through the end of the year, credits of \$232,000 and \$310,000, respectively, may be available. A final settlement of actual costs will be completed in September.
- The second installment of the Pequot grant was received during the month in the amount of \$98,534.

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)

3/31/06

General Fund	\$ 36,525,296
Special Revenue Funds	1,832,875
Capital Projects Funds	809,551
Internal Service Fund	3,180,058
Trust and Agency Funds	<u>1,255,101</u>
TOTAL, ESTIMATED BY FUND	\$ 43,602,881

INVESTMENTS, BY INSTITUTION TYPE

(Unaudited)

3/31/06

	Interest %		Interest \$		\$ Invested
Ave. Monthly Yield, Annualized	Current Month	Last Month	Current Month	Last Month	
STIF	4.82	4.63	41,606	52,113	8,433,328
CLASS PLUS	4.23	4.22	30,189	28,400	8,084,258
Banknorth	4.96	4.60	61,863	53,453	15,038,300
Sovereign Bank MM	4.97	4.97	51,535	44,726	<u>12,046,995</u>
Total Outstanding Investments					\$43,602,881

Assessor

- The Board of Assessment Appeals completed its hearings during the month for assessment appeals against the October 1, 2005 grand list and the October 1, 2004 supplemental motor vehicle grand list. The following table summarizes the financial implications of their deliberations:

Assessment Reductions	\$3,674,860
Projected Mill Rate	26.0
Tax Loss Due To BAA Actions	\$95,252
Number Of Appeals	221
Accounts With Changes	101
Accounts With No Changes	120

- Approximately 100 residents applied for elderly tax benefits. Applications will continue to be taken until May 15, 2006.

Revenue Collector

- Demands for payment were sent to outstanding motor vehicle supplemental accounts and delinquent personal property accounts.
- Statements of outstanding balances were sent to 385 real estate accounts. Statements were also sent on motor vehicle and personal property accounts with partial balances.
- UCC liens were filed with the Secretary of State for delinquent personal property taxes.
- Notices were mailed for unpaid parking violations that were issued during February.
- Revenue Collector Jean Mangan attended the annual seminar of the Connecticut Tax Collectors Association in Hartford.
- The office collected \$322,672.13 for taxes due on the current levy.

PURCHASING

BID NO. 6, 2005-06, MAPLE HILL AVENUE/CHURCH STREET PAVEMENT REHABILITATION

Opening Date: March 15, 2006

Bidder	Location	Total Bid
Tilcon	New Britain	\$668,864.90
General Paving	Rocky Hill	\$714,495.40
J. H. Lynch	Hartford	\$828,256.40
Cocchiola	Oakville	\$1,197,353.50

It is anticipated the bid will be awarded to Tilcon for their low bid.

BID NO. 19, 2005-06, HIGHWAY DEPARTMENT TRAILER

Opening Date: March 17, 2006

Bidder	Location	Bid
Lomac, Inc	E. Hartford	\$18,002.24
Tyler Equipment	Prospect	\$18,750.00

The bid was awarded to Lomac for their low bid.

RFP NO. 3, 2005-06, PAVEMENT MANAGEMENT CONSULTANT

Opening Date: August 25, 2005

Respondents

Vanasse Hangen Brustlin, Inc., Middletown
BETA Group, Inc., Rocky Hill
Milone and MacBroom, Cheshire
Applied Research Associates, Champaign, IL
MACTEC Engineering & Consulting, Beltsville, MD

A final decision is pending.

RFP NO. 4, 2005-06, CEMETERY SERVICES

Opening Date: November 2, 2005

Respondent

Newington Memorial Funeral Home, Newington

The proposal is under review.

RFP NO. 7, 2005-06, EMPLOYEE INSURANCE AND BENEFITS AGENT OF RECORD

Opening Date: March 1, 2006

Respondents

TD Banknorth Insurance Group, Wethersfield
Ovation Benefits Group, Farmington
Mercer Health & Benefits, Hartford
Beacon Financial, Monroe
Lockton Benefit Group, Farmington
Savino, Sturrock & Sullivan, East Hartford

The proposals are under review.

RFP NO. 9, 2005-06, AGENT OF RECORD (Property, Casualty and Liability Insurance)

Opening Date: March 1, 2006

Respondents

Thomas Fahy Insurance Associates, West Hartford
R. C. Knox and Company, Hartford
Webster Insurance, Waterbury

The contract was awarded to Webster Insurance.

TOWN CLERK

- Revenue and land recorded documents were up 15% over March 2005.
- There were 91 property transfers with \$39,341.07 collected in town conveyance tax and \$113,392.13 collected in state conveyance tax.
- Property sales for the month totaled \$17,748,426.00. The largest transfer was at 2920 Berlin Turnpike for \$5,200,000 from TJJJ, LLC to 2920 Berlin Turnpike LLC. Carducci Enterprises LLC conveyed two lots on Fenn Road to Progressive Casualty Insurance Company for \$655,000. There were two residential sales-- each one was over \$300,000.
- Each March, in conjunction with the Secretary of the State's Office, the Town Clerk compiles information for the annual Connecticut State Register and Manual. Membership updates to local boards and commissions are coordinated through her office and then forwarded to Hartford for inclusion in this statewide directory.
- On March 28th, the Town Clerk and Assistant Town Clerk hosted a luncheon for the Hartford County Town Clerks. Held at the Indian Hill Country Club, the attendees were given an update and overview of pending legislation affecting their offices.

- The Town Clerk completed an application that would allow Newington to utilize the \$12,000 in funding to offset the cost of replacing and upgrading vault shelving, and to microfilm 51 older land record volumes dating from 1899 through 1949.
- Department heads from the Town Clerk's Office, Parks and Recreation and the Human Services Department have devised a "Lunch and Learn" concept to provide an opportunity for informal and informative networking during lunch hour. Employees are encouraged to share their skills and talents with their fellow co-workers, or they can be a member of the audience.
- The selection of delegates for both major political parties for the 2006 Conventions was filed in a timely manner.

Data Summary--March 2006

	<u>March 2006</u>	<u>March 2005</u>	<u>FY 2005-06 to Date</u>	<u>FY 2004-05 to Date</u>
Land Record Documents	634	548	5,704	5,785
Dog Licenses Sold	18	16	443	452
Game Licenses Sold	383	205	1,530	1151
Vital Statistics				
Marriage Licenses	9	6	185	170
Civil Unions	2		9	
Death Certificates	23	54	238	262
Birth Certificates	20	27	361	154
Total General Fund Revenue	\$ 57,355.32	\$ 50,694.22	\$486,431.81	\$578,041.96
Town Document Preservation	\$ 1,068.00	\$ 530.00	\$ 8,659.00	\$ 5,325.00
State Document Preservation	\$ 1,068.00	\$ 1,060.00	\$ 10,748.00	\$ 10,630.00
State Treasurer (\$26 fee)	\$ 13,884.00		\$ 85,410.00	
LoCip	\$ 1,602.00		\$ 9,855.00	
State Game Licenses	\$ 8,153.00	\$ 4,466.00	\$ 19,641.50	\$ 21,053.50
State Dog Licenses	\$ 181.00	\$ 139.00	\$ 3,235.50	\$ 2,989.00
Dog Licenses Surcharge	\$ 46.00	\$ 50.00	\$ 1,156.00	\$ 1,077.00
Marriage & CU Surcharge	\$ 152.00	\$ 114.00	\$ 1,862.00	\$ 2,743.00
Grand Total	\$ 83,509.32	\$ 57,053.22	\$626,998.81	\$621,859.46

REGISTRARS

- The Registrar of Voters began the mandated canvass with the National Change of Address firm.
- 569 Confirmation of Voter Residency letters were mailed.
- The Elections Department received and processed 112 new applications in March.
- Newington hosted a Hartford County meeting of the Registrars of Voters Association of Connecticut (ROVAC). Deputy Secretary of State Lesley Mara was the guest speaker.
- Democratic Registrar of Voters Marie M. Fox was elected for a fourth term as the Hartford County Chairperson. As such, she will also hold a position on the Board of Directors of ROVAC.

POLICE DEPARTMENT

- The Police Department participated in a Capitol Region Council of Governments interoperability study of towns within the Capitol Region. Staff met with the consultant, MTG, and reviewed the PSAP Center, the Emergency Operations Center (EOC), and Town-wide communications. It is expected that the study will be completed in the next few months.

- Department staff met with members of the Manchester and South Windsor Police Departments to continue the development of the Computer Aided Dispatcher (CAD) and Records Management Systems (RMS). The departments have signed off on the CAD, RMS, and mobility aspects of the project and are preparing to enter into the final sign off with SBC/ATT for the system. Once agreed to, the Towns will have five years of remaining support and service on the systems.
- The Department continues to take a leadership role in the Homeland Security System for the Capitol Region. Staff met at East Hartford Police Department with other representatives of law enforcement (EFS -13) to discuss and refine our role in the "Red Plan" for the region. The Red Plan is a regional response to critical incidents that occur in the Capitol Region.
- The Department also continues to be active in the Regional Access Frequency System (RAFS) that is being upgraded to a robust regional radio system that will serve law enforcement during critical incidents.
- The Police Department took delivery of the new Harley Davidson Motorcycle that was purchased under the State of Connecticut Department of Transportation (DOT) Highway Safety Grant. Once in service, there will be 18 planned details of traffic light enforcement, all of which will be reimbursed by the DOT Grant.
- The Police Department received a donation of \$1,000 to the DARE program from the Wal-Mart store of Newington. This donation will help fund school workbooks and graduation supplies for Newington students. The DARE program operates solely on donations
- Forty-six offenses were the subject of investigation by Detective Division personnel in March.
- Three cases involving juveniles and/or their families were referred to the Youth Officer in March. These cases included 8 juveniles who committed criminal acts, status offenses, or were suspects in cases.
- During the month of March the police department arrested 78 adults: 3 for robbery, 7 for assaults, 1 for auto theft, 6 for vandalism, 2 for sex offenses, 14 for narcotic violations, 3 for DUI, and 42 others for miscellaneous violations. The department also arrested or referred 9 persons under 18 for criminal violations.

Uniform Crime Report (UCR) Statistics - January 2006

Type of Crime	Number of Offenses	Value of Crime
Murder	0	-0-
Forcible Rape	0	-0-
Robbery	1	\$150
Assault	6	-0-
Burglary	15	\$22,371
Larceny Theft	52	\$23,268
Motor Vehicle Theft	5	\$36,600

FIRE DEPARTMENT

The Fire Department responded to 63 alarms/emergencies as follows:

	<u>March 2006</u>	<u>9 months Cum.</u>
Residential	21	153
Commercial, Industrial, Office	2	67
Hospital, School	2	24
Vehicle	1	22
Rescue, Police Assistance	0	11
Dumpster, Rubbish	8	21
Grass, Brush, Leaves	0	18
Hazardous Materials/Clean up	3	26
Investigative Alarm	18	101
False Alarm	0	5

Mutual Aid/Standby	4	12
Carbon Monoxide Investigation	4	35
Water Related Incidents/Pump-Outs	0	98
Total	63	593

Training Summary:

	Type of Training	Hours
Officer Training	Confined Space	33
Department Drill	CNG Presentation	98
Multi-Company Training	Ladders	118
	Confined Space	152
On-Line Training	Haz/Mat Refresher	40
	Bloodborne Pathogens – Recertification	10
	Sexual Harassment	2

FIRE MARSHAL

The Fire Marshal's Office completed the following activities during the month of March:

Inspections	30
Inspection Follow-Ups	49
Plan Review	1
Job Site Inspections	1
Underground Tank Removal	0
Fire Investigations	3
Fire Alarm Trouble	2
Complaints	3
Haz/Mat	0
Bomb Threats	0
Blasting	4

- Blasting began at the Balf/Tilcon plant on Hartford Avenue during the month.
- There were four fires during the month which caused extensive damage: 438 Connecticut Avenue, 275 E. Robbins Avenue, a Robin Brook Condominium unit off Willard Avenue, and an exterior fire at 30 Trotter Lane.

PUBLIC WORKS/FACILITIES MANAGEMENT

- The Town's consultant has reviewed the bids for the Maple Hill Avenue and Church Street rehabilitation project and has recommended awarding the project to Tilcon, the low bidder. ConnDot has also approved awarding the contract. Before the project can actually begin, the contractor must submit required forms to ConnDot. It is anticipated the project will begin in April.
- Engineering Division personnel met with MDC representatives and its contractors to discuss the planned work on the sanitary sewer lines in town. The scheduled work involves inspecting manholes and sending TV cameras through the pipes looking for discrepancies.
- The Engineering staff met with the Garfield Street bridge replacement project consultant and discussed the status of the project in relation to state and federal environmental permits.
- Staff continues to review development plans submitted to the land use commissions and is working with developers during the construction phase of the projects.

Highway Department

- A five inch snowstorm on March 2 was the only storm of the month.
- Street sweeping began on March 23 and will continue until all streets and Town-owned parcels are completed.
- Sand and salt supplies were removed from the Garfield Street location and hauled back to the Highway Department site.
- Drainage improvements were completed at the Clem Lemire football concession stand area. Nearly 200 feet of 8 inch storm water pipe and 3 new catch basins were installed and built.
- Personnel continued to work with the Traffic Division with sign installations and other projects.
- Assistance was given to the Fire Department by providing personnel to paint Firehouse Company #3.
- Miscellaneous projects completed during the month included pothole patching, removal of broken curbing, material hauling, catch basin cleaning and repairs.
- Mechanics continued setting up new police cruisers, completed seasonal maintenance of street sweepers, started yearly maintenance of Parks and Grounds mowing equipment along with regular fleet preventative maintenance schedules and emergency repairs.

Facilities Management

- The replacement parts for the leaking boiler in the Town Hall arrived and the contractor began replacing the sections that were leaking. While the boiler was apart, it was determined that several other sections were in questionable shape. The boiler will remain inoperable pending a final decision on the newly discovered damaged parts. The remaining boiler has sufficient capacity to provide the Town Hall with heat, especially as the spring season brings a diminishing demand for heat.

TOWN PLANNER

- **Brownfield Assessment Project:** Classification and ranking of 300 industrial parcels were completed in March. These parcels were evaluated based on the potential of contamination and reuse opportunities. 33 properties were identified as having characteristics that could warrant further evaluation through Phase I Assessment Study. On March 16, a public workshop was held to explain the Brownfield Assessment Project and to present the map inventory and ranking criteria. Fuss and O'Neill Engineers has been retained as the project's licensed environmental consultant. Their first task will be to prepare the Quality Assurance Project Plan that the Environmental Protection Agency (EPA) must review and approve prior to beginning Phase II Site Assessments.
- **Senior Center Renovations Project Building Committee:** On March 6, the Committee met and approved submission of its final project closeout report. This report was endorsed by the Commission on Aging and Disabled. The report was submitted to the Town Council as required by Article II of the Code of Ordinances. Renovations at the Senior and Disabled Center were funded by the Connecticut Department of Economics and Community Development. Their close out audit was completed June 2005 with a finding that all grant funds were properly expended.
- **Small Cities Housing Rehab Program:** Although Small Cities grant funds are not available, loan repayments have been used to complete rehabilitation work on three homes. During March, a \$6,180 loan payment was received and \$62,520 of loan funds encumbered for rehabilitation work.
- **Sprint PCS Telecommunication Tower:** On March 8, the TPZ held a public hearing on a proposal to locate a 130' multi antennae facility on Stamm Road. Sprint presented two alternate locations. One site along the Boulevard was criticized by the Commission and area homeowners as too close to nearby residences. Local Planning and Zoning Commissions do not have jurisdiction over the location of cell towers. Commissions now report to the Connecticut Siting Council to express their concerns on the placement of proposed telecommunication towers and impacts on adjacent areas. The Town Planner has submitted a report requesting the Siting Council require Sprint PCS to place the tower on the westerly side of Stamm Road at least 500' to 600' from residences.

BUILDING DEPARTMENT

- Eight permits were issued for town houses (Building 48, Units 50, 56, 62, and 68 Sterling Drive, and Building 47 Units 74, 80, 86, and 92 Sterling Drive).
- Two permits were issued for commercial buildings (Progressive Casualty Insurance Co., 40 Commerce Court, an approximately 16,200 sf insurance claims/inspection facility; and concrete footings and piers to mount conveyors and dry stone processing equipment for Balf/Tilcon Company, 301 Hartford Avenue).
- Permits issued for the Town of Newington:
 - Add / Alter Permit for interior renovations to the Town Hall.
 - Electrical Permit for wiring storage building / snack bar / dugouts at the Lemire Complex, 145 New Britain Avenue.
 - Plumbing Permit to install hand wash sink per the Health Dept. at Reynolds School
 - Plumbing Permit to install hand wash sink per the Health Dept. at Patterson School
- Nine Certificates of Occupancy were issued in March, five for single family residences (80 Waverly Drive, 48 Whiteside Street, 95 Waverly Drive, 100 Waverly Drive, and 22 Dacosta Drive) and four for commercial (The Acupuncture Alternative, 451A New Britain Avenue; Family Dentistry, 365 Willard Avenue, Unit 2F; Goldstar Medical, 133 Louis Street; and Affordable Care, Inc., 3001 Berlin Turnpike).

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

David Zwick	2003 IBC Fundamentals, 3/2/06
Art Hanke	NEC 2005, 3/22 & 23/06
Richard Smith	NEC 2005, 3/22 & 23/06
Pete Hobbs	2003 IBC Fundamentals, 3/2/06

Building Department activity for the month of March was as follows: The Inspectors completed a total of 338 inspections. They were: Above Ceiling (2), Air Test (1), Alarm (1), Boiler (2), Chimney (1), CO (19), Code (3), Conduit (1), Decks (2), Doors(2), Drains (2), Electrical (74), Elevator (3), Exit Stair (1), Final (6), Fire (4), Footings (14), Foundation (5), Framing (45), Gas Line (11), Grade (2), Gypsum(4), Headers (1), Insulation (15), Mechanical (22), Piers (3), Plumbing (31), Pools (4), Rebars (2), Roofing (3), Rough (28), Safety (1), Sheathing (1), Siding (2), Sill (5), Slab (5), Soil Test (1), Sonotubes (1), Sprinkler (1), Stage (1), Tank (2), Waterproof (4).

Building/Renovation Permit Statistics

<u>Type of Permit</u>	<u>No. of Permits</u>	<u>Value of Permits</u>
Addition/Alterations	20	\$1,611,198
Deck	2	13,500
Demolition	2	8,300
Electrical	51	328,190
FSS/Sprinkler	3	43,445
Footing/Foundation	1	0
Fuel Tank	1	900
Garage/Shed	2	4,300
HVAC	29	239,250
New Commercial	2	1,280,403
New Residential	8	1,264,680
Plumbing	31	141,701
Pool	1	25,000
Roofing/Siding	23	165,685
Sign	5	15,825
Tent	0	0
Trailer	0	0
Total	181	\$5,142,377

Permit Value Comparison for March:

	<u>2006</u>	<u>2005</u>
Value of Permits Issued	\$5,142,377	\$2,808,408
Building Permit Fees Received	\$62,483	\$27,415
Other Income Fees	\$2,080	\$818
Building Permits Issued	175	96

Total Value of Permits and Permit Fees:

<u>2005-2006</u>		<u>2004-2005</u>	
Value	Permit Fee	Value	Permit Fee
\$25,401,531	\$381,911	\$33,361,753	\$330,730

HEALTH DEPARTMENT

- Inspections of food service operations were the primary focus of inspection work for the month with all food service licenses expiring March 31.
- Three food service establishments were closed during the month, one for poor sanitation and two for non-renewal of food licenses.
- Over 95% of businesses required by local ordinance to file an annual HAZMAT Notification Form with the Town did so by the March 31 reporting deadline. Violation Notices were sent to the 11 businesses that have yet to file for 2006.
- Robert Cosgrove, Public Health Coordinator, and Michael Mancini, Public Works Director, have been meeting regularly with the Town's automated curbside rubbish collection contractor (Trash-Away, Inc. of New Britain) to prepare for the change-over to automated rubbish collection on July 1. Barrel design and color (forest green) have been approved. A brochure will be mailed to all applicable residents outlining how the program will be implemented and providing the resident the option of selecting a smaller-sized barrel (or a second large barrel). Starting in mid-April, an extensive public information campaign will begin to alert residents to this new program.
- The Town's brush grinding contractor ground (into chips) all accumulated brush from the past six months.
- Greg Mattus, Public Health Inspector, attended a number of workshops during the month sponsored by the Connecticut Department of Environmental Protection (DEP), the Connecticut Department of Public Health (CDPH), and the Capitol Region Emergency Planning Committee (CREPC).
- Mr. Mattus also assisted the Parks and Recreation Department with the environmental compliance portion of their license application to the CDPH for operating a Child Daycare Center at Town Hall.
- On the evening of March 20, Mr. Cosgrove spoke before the Newington Republican Women's Club on a number of health-related issues.
- Department staff members have volunteered (along with other area health departments) to assist at a New Britain antibiotic dispensing clinic (on April 19) to test the effectiveness of area emergency response plans for mass dispensing of antibiotics to the public in response to a terrorist-related disease outbreak.
- The Town's Employee Health & Safety Committee held its regular bimonthly meeting on March 23. A \$25.00 cash award was approved by the Committee for an employee's suggestion to improve safety in the workplace.
- Department staff was also involved with renewed beaver activity in a stormwater retention pond behind the vacant Caldor's building (Berlin Turnpike) and Piper Brook, north of the Cedar Street bridge. Both dams (2) were holding back 3 – 10 feet of water. The dams were removed to improve water flow and prevent flooding of adjacent properties.
- New complaints for the month numbered 13, none of any major significance.

Statistical Summary

	Monthly Totals	Year to Date	Last Year to Date
Food Establishment Inspections	40	125	156
Food Establishment Reinspections	4	17	19
Other Routine Inspections	3	18	11
New Complaints Received	13	43	32
➤ Complaint investigation made	15	43	28
➤ Notice of Violation issued by Public Health Coordinator	4	9	3
➤ Legal Order issued by Director of Health	1	1	2
➤ Complaint compliance recorded	11	33	23

HUMAN SERVICES

- Eighteen applications were received for the summer youth adventure staff positions.
- Fifteen resumes were received for the part-time Contract Clinical Therapist to replace Forest Stickney.
- *Healthy Newington* developed a draft strategic plan and scheduled a meeting of stakeholders for Monday, April 24, at 7 pm at the Senior and Disabled Center.
- ICAN (Interfaith Community Action) met and is planning volunteer training. Human Services Social Worker Carol LaBrecque and Senior and Disabled Center Program Coordinator Eleanor Eichner will provide the training on May 11.
- The Department's annual Volunteer Recognition Program is scheduled for Wednesday, April 26, at the Senior and Disabled Center.
- The annual "Getting Ready for Kindergarten" Program was held at the Library on March 29. Over 90 parents attended the panel session with 42 children participating in a story hour with Pat Pierce from the library and assistance from school and day care staff.
- On March 3 the Youth-Adult Council held its annual Super Hoop-La basketball game at the Mortensen Community Center. Funds raised are used toward scholarships for graduating high school students.
- Positive Youth Development activities included:
 - The Spring SCORE after-school program trips to Avery's Beverages in New Britain, four weeks of indoor rock climbing at Stone Age Rock Gym in Manchester and the weekly Animal Rescue Program.
 - The seventh cycle of ROPE was completed with 6th grade Health and Wellness classes at Martin Kellogg, John Wallace and St. Mary's.
 - The High School Adventure Club visited The Trampoline Place in Manchester for the first time. Response was positive so this will be included for the fall SCORE after-school program next session.
 - Members of the Newington High School Lacrosse Team participated in a half day program on the Challenge Course that included teambuilding and cooperative problem-solving initiatives.
 - The Summer Youth Adventure Program brochure will be available in the elementary and middle Schools, Library, Parks and Recreation and Human Services Department and on the Town website by April 24. The program is open to youth entering 5th through 9th grade.
 - A total of 123 youth participated in programs and activities during the month.
- The Youth and Family Counseling Program received 8 new referrals for therapy. Most came from schools and parents and ranged in age from 10-12. The active caseload was 50 with 12 inactive and 14 closed cases. 70 counseling sessions were conducted and 79 contacts made with families or other agencies. Presenting issues included academic achievement, peer relationships, defiance of school rules and parent/child conflict.
- Social Casework was provided to 86 active cases with 22 new referrals. Referrals came from Fire, Ambulance, Police, self, relatives and neighbors.
- Department staff handled several crisis situations in response to two unrelated fires.
- Food Bank participants totaled 96, Clothing Closet 16 and Special Need approvals 12.

March 2006 Statistics

Selected Programs	FY 05-06 Undp. Total This Month	FY 05-06 Undp. Total Last Month	FY 05-06 Cum. Undp. Total YTD	FY 04-05 Cum. Undp. Total YTD
Youth and Family Counseling	50	45	130	180
Positive Youth Development	123	124	2,046	2,459
Youth Works (Job Bank)	6	4	35	48
Information and Referral	129	214	1,656	1,087
Social Casework Cases Under 55 = 42 Over 55 = 44	86	62	213	185
Food Bank Participants	96	95	765	770
Special Needs	12	9	106	99

SENIOR AND DISABLED CENTER

- Dianne Stone, Director of the Senior and Disabled Center, attended the annual American Society on Aging/National Council on Aging joint conference from March 14-17 as a presenter and attendee. Ms. Stone was appointed Co-Chair of the National Accreditation Board of the National Institute of Senior Centers.
- The Senior and Disabled Center hosted the Connecticut Association for Senior Center Personnel (CASCP) Spring Training Program on March 3.
- Special health programs this month included a Lunch and Learn, sponsored by Andrew House Healthcare, with a dynamic presentation about avian flu by Dr. William F. Vincent and a return visit by Jennifer Weyreich, a dietician from Newington Health Care Center.
- The Center hosted a special performance of "Kindergarten Rocks" by more than 70 kindergarteners from Ruth Chaffee on March 10.
- Mayor Rodney Mortensen was the guest at this month's Coffee Talk program.
- The Chair Aerobics classes continue to be very well attended. A donation from participants in memory of anchor member Alan Shoor will purchase new tapes for this video-based program.
- Director Dianne Stone and Program Coordinator Eleanor Eichner, along with Human Services staff, attended a meeting of the Interfaith Community Action of Newington (ICAN) group. Town staff will work with this collaborative of various houses of worship by developing and providing training programs.
- The Senior and Disabled Center currently has 3,462 members.
- Social Worker Teri Snyder and Eleanor Eichner facilitated a training session for new Friendly Visitor volunteers.

Dial-A-Ride		Wellness Clinic		Senior Café
Trips	Miles	On-site	Off-site	Meals Served
2,220	4,748	116	21	N/A

Project Homeshare

	Current Matches	Providers	Seekers	Counseling Calls
Newington	6	10	4	2
Other Comm.	4	37	52	25

PARKS AND RECREATION

Administration

- Wendy Rubin, Superintendent of Parks and Recreation, received the National Recreation & Park Association New England Region's Annual Citation Award at the annual conference in Newport, Rhode Island. This award, the regional's highest honor, is given in recognition of outstanding service in the promotion of parks and recreation in Connecticut and the New England Region.
- CEHP Inc. began the Comprehensive Master Plan process with site inspections and scheduling of upcoming interviews and focus groups.
- Orders for park signs as recommended by CIRMA were coordinated.
- Superintendent Rubin and Program Supervisor Kristine Kravontka met with representatives from Newington Skating Center to discuss joint programming opportunities.
- The Superintendent and the Chairman of the Board of Parks and Recreation met with the Town Planner to discuss the Open Space plan and potential land uses.
- Superintendent Rubin met with residents regarding the Community Gardens, as well as the Kellogg-Eddy caretaker, and with Lucy Eddy Fox and Barbara Douma, caretaker of the Eddy Farm, to establish guidelines for town use of the farm.
- Kristine Kravontka participated in Career Day at Newington High School.

Recreation

- March 16 was the deadline for Spring Program registration. There are 107 programs and 997 registrations.
- Offerings for the spring include Skyhawks Sports, Music Together, Family Fishing Derby, Tennis Lessons, Dance Lessons, Pilates, Senior Tap Dancing and much more.
- Interviews for Summer Camp Counselors are underway.
- On Friday, March 3, the Annual Town-wide Hoopla was held in the Mortensen Community Center. Teen Center staff helped set up, assisted during the event, and cleaned up. Over 600 residents attended.
- On Saturday, March 4, the Youth Basketball program held a Jamboree for the boys and girls in grades 3 and 4 at Newington High School. 25 teams play three short games each. It was a fun, interactive, and enjoyable end to the season.
- The Youth Basketball John May Volunteer Coach's Award recipients for the season were Alex Dressler, Nick DiNino, Victor Fontana, Stacey Hoffman, and Frank Cefaratti.
- Joe Canzanella announced on Saturday, March 18, he will not be returning to work in the Youth Basketball Program next season. This was his 37th season. His dedication to the program, Town, and the kids will be missed.
- Youth Basketball concluded on Saturday, March 18.
- The 10th volunteer coach's luncheon was sponsored by the Richard Hollfelder family. Mr. Hollfelder was a long time gym supervisor for the department. Eighty coaches and staff attended this social. Over 1,000 people were in attendance for the five championship games.
- During the coach's luncheon, eight supervisors who help make it possible for 850 kids to not only play basketball on Saturday but to have an enjoyable experience were recognized. The eight supervisors are Karen Gallicchio, Joseph Canzanella, Jack Crowley, Mark Kravontka, Lesley Morgan, Tom Cassel, David Downes, and George Serfass.
- Youth Basketball held its annual playoff and Jamborees during the month of March. Seventy teams from grade 3 – 12 participated in the events.
- Extensive planning for summer programs and the golf tournament is underway.
- The playground programs registration form was sent to all of the schools on Monday, April 4.

Parks and Grounds

- Division personnel repaired a deteriorated shower in a locker room, cleaned and repaired bathroom areas at the Teen Center, and cleaned rugs throughout the hallways in the Mortensen Community Center.
- Removal of winter sand and debris began at a number of areas and buildings.
- As temperatures moderated, water systems in buildings and irrigation systems were activated and repaired when necessary.
- Sports field preparation got underway with emphasis on Newington High School fields. Dryness permitted practices on fields earlier than normal.
- Preparation of a seating area at the end of the bocce pits at Churchill Park was begun. Installation of the brick patio area was accomplished by volunteers from UNICO, a local service organization, on April 1.
- Deteriorating woodwork at the central pavilion at Churchill Park was addressed by replacing the board work with a cedar shingle face.

LIBRARY

- The *One Book 4 Towns* community-wide reading project featuring the book *The Good Wife* by Stuart O’Nan will kick-off on April 5 at the Cora Belden Library in Rocky Hill. Mr. O’Nan will be present at the kick-off to do readings from this book. Multiple book discussions are scheduled in Newington, Berlin, Rocky Hill and Wethersfield over the next two months for people to attend with the finale being held on May 25 in Newington. People can also join an online discussion of the book at www.the-good-wife.blog-city.com or link to this web blog through the library website to see what others are saying about the book.
- The library began offering downloadable audio books from a second vendor, *Overdrive*, in addition to the service already offered from *Recorded Books*. By using two vendors, the library is able to offer a much better selection of downloadable audio books. A total of 75 books were downloaded during the month of March.
- Reference staff hosted a Quad Town Libraries’ Reference Meeting to discuss what the four libraries (Newington, Rocky Hill, Wethersfield and Berlin) are doing with reference services, programming and computer services.
- Programs for adults during the month had high attendance figures. Highlights included a *World Cuisine* program on Mediterranean cooking featuring Joanne Weir, host of the *PBS* series *Joanne Weir Cooking in the City*, and the *Film Fest Italiana*, a four week series of Italian films complete with Italian desserts and a post-film discussion led by The Wadsworth Athenaeum Director of Film. 469 people attended these programs.
- Audubon Animals, Bluegrass Music and Preparing Children for Kindergarten were some of the topics of programs sponsored by the Children’s Department. Those, in conjunction with visits by Newington schools and outreach programs to preschool centers, totaled 60 programs to 1,833 children.
- The Children’s Department staff began holding *Nutmeg* book talks at the Newington elementary schools. This is the first time that all of the elementary schools have participated in these Children’s Choice Award book talks; as a result, all of the *Nutmeg* books are circulating heavily.
- Topics of note that were researched this month included:
 - Who designed the World Trade Center Memorial?
 - How to kill poison ivy without using harsh chemicals.
 - Ratings of carbon monoxide detectors.
 - History of Terra Cotta soldiers.
- Circulation of materials was 37,914; an average of 722 people entered the library each day; 5,611 reference questions were answered and 1,248 items were processed and added to the collection.
- Other use statistics for the month of March include: the library’s homepage - 9,986 hits; Internet computers - 2,720 hours logged; remote access of Reference databases - 9,082 searches.
- More than 15 staff members attended the Public Library Association national conference in Boston on March 23. They spent the day visiting the exhibits, talking to vendors and seeing new products and services available to libraries. Assistant Director Lisa Masten and Head of Children’s Services Helen Aveline attended several programs at the conference as well as visiting the exhibit halls.

- The Friends of the Library are anticipating their annual weekend book sale which will begin on May 5 and continue through May 7. This, their largest fundraiser of the year, will once again be held at the Mortensen Community Center.
- The Library Board continues to prepare for the Newington Library 5K Challenge, marking the tenth year of this event. It will take place on Sunday, May 21, at 9 AM and will begin and end at Mill Pond Falls.